DIGITALISATION OF JUSTICE: TRANSFORMING EUROPEAN CROSS-BORDER CIVIL PROCEDURES

Legal English for Court Staff and Bailiffs

Sofia, 27 May – 29 May 2026

EXCELLENCE IN EUROPEAN LAW

DRAFT

Speakers

Cristina-Izabela Chiriac
Court Clerk, Romanian National School of Clerks, Bucharest

Aude Fiorini
Senior Lecturer in Law, Dundee Law School

Eva Samaniego Fernández
Professor, Department of Foreign Languages of the National Distance Education University (UNED), Madrid

George Stanimirov Niagolov
Senior Assistant Professor and Lecturer, Department of English and American Studies, University "St. Kliment Ohridski", Sofia

Maarja Torga
Consultant, Supreme Court of Estonia, Tartu

Key topics

- Legal framework of cross-border civil cases
- Digitalisation of judicial cooperation
- Digital by default
- E-CODEX
- Brussels I Regulation (recast)
- Service of documents
- Taking of evidence
- European Payment Order
- European Small Claims Procedure

Language
English

Event number
126DT125f

Organisers
ERA (Jaroslav Opravil) in cooperation with the Bulgarian National Institute of Justice (NIJ)

Location
National Institute of Justice,
14, Ekzarh Yossif str., 1000 Sofia

National Institute of Justice

Co-funded by the European Union

european.law

Wednesday, 27 May 2026

08:45 Arrival of participants

09:00 **Opening session: welcome words and introduction to the project**
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Jaroslav Opravil, ERA

09:10 **Key legal terminology in digitalised EU cross-border civil procedures**
Eva Samaniego Fernández

10:30 Coffee break

11:00 **Setting the scene: Digitalisation of judicial cooperation in civil matters**
- Key aspects of Brussels I Regulation (recast) and the EU acquis in civil matters
- Digital by default mandate
- E-CODEX system and European Electronic Access Point (EEAP)

Maarja Torga

12:30 Lunch break

13:30 **GROUP A: Cross-border service of documents**
Forms and methods of service with a focus on e-service
Maarja Torga

GROUP B: Legal language training (Part I)
Exercises for developing listening skills
Eva Samaniego Fernández

15:00 Coffee break

15:30 **GROUP A: Legal language training (Part I)**
Exercises for developing listening skills
Eva Samaniego Fernández

GROUP B: Cross-border service of documents
Forms and methods of service with a focus on e-service
Maarja Torga

17:00 End of the first day

19:00 Seminar dinner

Thursday, 28 May 2026

09:00 **GROUP A: Taking of evidence abroad**
- What falls under “evidence”?
- Requesting evidence via the digital channel

Cristina-Izabela Chiriac

GROUP B: Legal language training (Part II)
Exercises for enhancing speaking skills
Eva Samaniego Fernández

10:30 Coffee break

11:00 **GROUP A: Legal language training (Part II)**
Exercises for enhancing speaking skills
Eva Samaniego Fernández

GROUP B: Taking of evidence abroad
- What falls under “evidence”?
- Requesting evidence via the digital channel

Cristina-Izabela Chiriac

12:30 Lunch break

Objective

The purpose of this interactive seminar is twofold: first, to introduce participants to the law and practice of digitalised cross-border civil procedures and, secondly, to improve their English-language skills.

Participants will be encouraged to solve practical case studies on the subject matter, while they will also receive the tools and develop the ability to communicate effectively in English in cross-border situations.

Who should attend?

Court staff and bailiffs from EU Member States who need to apply EU law procedures to fulfil judicial or procedural functions. Participation is only possible upon nomination by the project partners.

Your contact persons

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13:30 **GROUP A: Solving case studies and practical exercises on service of documents and taking of evidence**
Cristina-Izabela Chiriac

GROUP B: Legal language training (Part III)
Exercises for enhancing reading skills
George Niagolov

15:00 Coffee break

15:30 **GROUP A: Legal language training (Part III)**
Exercises for enhancing reading skills
George Niagolov

GROUP B: Solving case studies and practical exercises on service of documents and taking of evidence
Cristina-Izabela Chiriac

17:00 End of the second day

19:00 Seminar dinner

Friday, 29 May 2026

09:00 **Legal language training (Part IV)**
Exercises for improving writing skills
George Niagolov

10:30 Coffee break

10:45 **Recovering cross-border debts electronically**
- Brussels I (recast) and Regulation (EU) 2023/2844
- European Payment Order
- European Small Claims Procedure

Aude Fiorini

11:45 **WORKSHOP: Solving case studies on the European Payment Order**
Aude Fiorini

12:30 **Discussion of the workshop results in plenary**

13:00 **Closing remarks**
Jaroslav Opravil

13:15 End of the seminar

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Programme may be subject to amendment.
The content of this seminar represents the views of the author only and is his/her sole responsibility. The European Commission does not accept any responsibility for use that may be made of the information it contains.

About the Project

The seminar is part of a large-scale project co-funded by the European Commission entitled “Training court staff and bailiffs/judicial officers on the digitalisation of judicial cooperation in civil and criminal law procedures”. The project brings together 25 organisations from different countries that will tackle the deficiencies of court staff and bailiffs’ training by adopting a modern and practical approach to EU judicial training. 10 language training events and 4 pan-European legal academies will be offered in face-to-face, hybrid and online formats.

Project partnership

Beneficiaries

Belgium: Judicial Training Institute
Bulgaria: Institute of Justice
Poland: National School of Judiciary and Public Prosecution
Romania: School of Clerks
UEHJ: European Union of Judicial Officers

Associated partners

Albania: School of Magistrates
Austria: Federal Ministry of Justice
Czechia: Judicial Academy
Estonia: Office of the Prosecutor General
EJTN: European Judicial Training Network
Spain: Centre for Legal Studies
EUR: European Union of Rechtspfleger
Finland: National Courts Administration
France: National School of Clerks
Croatia: Judicial Academy
Lithuania: National Courts Administration
Latvia: Judicial Academy
Moldova: National institute of Justice
Malta: Court Services Agency
The Netherlands: Training and Study Centre for the Judiciary
Slovenia: Ministry of Justice - Judicial Training Centre
Ukraine: Prosecutor’s Training Center
Ukraine: National School of Judges
Kosovo: Academy of Justice

Project webpage

If you are interested in more information about the seminar project or would like to have free access to the specially developed training materials, please visit our project webpage under the following link:

csab.legaltraining.eu

Terms and conditions of participation

Selection

1. Participation is on selection and free of charge. The number of places available is limited (22 places). Participants should have a working knowledge of English.
2. Interested court staff may register via their respective national training institutions. Interested bailiffs may register via UEHJ. Applications should be submitted before **18 March 2026**. A response will be sent to every applicant after this deadline. **We advise you not to book any travel before you receive our confirmation**.

Travel and Accommodation

3. Participants will receive a fixed contribution towards their travel expenses and are asked to book their own travel. The condition for payment of this contribution is to sign all attendance sheets at the event. No supporting documents are needed. The amount of the contribution will be determined by the **EU unit cost calculation guidelines**, which are based on the distance from the participant's place of work to the seminar location and will not take account of the participant's actual travel costs.

   No travel and accommodation cost is paid for local participants travelling less than 50 km one way from the place of work to the venue.

   Participants travelling a distance of 50-400 km one way from the place of work to the venue receive contributions according to the EU's respective unit costs. (Brussels, 31.7.2024 C(2024)5405 final)

   A fixed sum of €365 is paid for travel of a distance of 401-1600 km one way from the place of work to the venue.

   A fixed sum of €429 is paid for travel over a distance of 1600 km one way from the place of work to the venue.

4. In Sofia, a fixed sum of €110 per night is paid for accommodation (maximum 3 nights). Participants are responsible for booking their own accommodation
5. Successful applicants will be sent the relevant claim form and information on how to obtain payment of the contribution to their expenses. Please note that no payment is possible if the registered participant cancels their participation for any reason.

Other services

6. Beverages consumed during the event, two lunches and two joint dinners are offered by the organiser. No per diems will be offered. Participants will receive a seminar documentation.

Participation

7. Participation at the whole seminar is required and participants' presence will be recorded.
8. A list of participants including each participant's address will be made available to all participants unless ERA receives written objection from the participant no later than one week prior to the beginning of the event.
9. The participant will be asked to give permission for their address and other relevant information to be stored in ERA's database in order to provide information about future ERA events, publications and/or other developments in the participant's area of interest.
10. A certificate of attendance will be distributed at the end of the seminar.

Location
National Institute of Justice,
14, Ekzarh Yossif str., 1000 Sofia

Language
English

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