ENCJ Project Team

TIMELINESS

Questionnaire

1. **The Court System and Available Statistics**

   1.1. The Court System

   1.2. Statistic information on Courts, judges and cases

   1.3. Statistic information on processing time

2. **Statistics, Requirements and Transparency**

   2.1. What statistics are provided for on a regular basis?

   2.2. Are provided statistics published?

   If not published, to whom are they available?

   Is bench marking encouraged?

   2.3. Is processing time of individual cases transparent?

   2.4. Are requirements for processing time stipulated?

   2.5. What are the consequences of exceeding required/reasonable processing time

   according to national rules or practice?

   2.6. Can the parties and others make a complaint about the processing time?

   If so to whom?

   2.7. Are user surveys on processing time carried out?

   If so how often?

3. **Reduction of Caseload and Facilitating Court Procedures**

    3.1. Which means of reduction of caseload are used?

    3.2. Are any special easy procedures available?

    3.3. What simplifications of ordinary procedures are applied?

    3.4. Give examples of practices used within ordinary procedures to speed up ordinary procedures.

4. **Increase of Capacity and Improvement of Processing**

    4.1. Do you try to limit processing time by an increase of courts or increase or reallocation of judges or cases?

    4.2. Do you try to limit processing time by taking on assistance from deputy judges, trainee judges, or juridical assistants?
Do you try to limit processing time by facilitating processing of cases?

    4.3. Do you try to limit processing time by giving secretary or juridical assistance to individual judges?

    4.4. Do you try to improve court proceedings or increase the capacity of courts by any scientific, experimental or technical project?

5. **Other initiatives**

    5.1 Have other initiatives concerning timeliness been undertaken or are they contemplated?