



Strasbourg, 3 March 2004

CDL-JU(2004)039prog

EUROPEAN COMMISSION FOR DEMOCRACY THROUGH LAW
(VENICE COMMISSION)

in co-operation with
THE CONSTITUTIONAL COURT OF AZERBAIJAN

**INTERNATIONAL
LEGAL TRAINING WORKSHOP**

**Improving Examination Methods of
Individual Complaints
Effective Case Management
Effective Decision Drafting**

Baku, 26-27 February 2004

PROGRAMME

Thursday, 26 February 2004 – Examinations methods of individual complaints

- 14:00 – 18:00** **First Session - Dealing with individual complaints**
- 14:00 – 14:30 Welcome speech and presentation by the Constitutional Court of Azerbaijan of its organisation
- Mr. Farhad Abdullayev, Chairman, Constitutional Court, Azerbaijan
Ms. Caroline Martin, Secretariat of the Venice Commission
- 14:30-15:00 Coffee break
- 15:00 – 15:45 Mrs. Elke Luise Barnstedt, Secretary General, Federal Constitutional Court, Germany
“Administrative assistance in dealing with proceedings before the Federal Constitutional Court (Bundesverfassungsgericht), with particular reference to constitutional complaint proceedings”
(CDL-JU(2004)026)
- Discussion
- 16:15 - 17:00 Mr. Bakhtyar Tuzmukhamedov, Senior Counsellor at the Constitutional Court, Russian Federation
“Dealing with Individual Complaints: Experience of the Russian Constitutional Court” (CDL-JU(2004)027)
- Discussion
- 17:30 End of the first session

Friday, 27 February 2004 – Effective case management –Effective decision drafting

- 10:00 – 12:30** **First Session – Effective life cycle of a case**
- 10:00 – 10:45 Mr. Arne Mavcic, Constitutional Court, Slovenia
“The Constitutional Complaint” (CDL-JU(2004)029)
- Discussion
- 11:15 – 12:00 Mr. Rik Ryckeboer, Refendar, Court of Arbitration, Belgium
“How cases are dealt with in practice in the Belgian Court of Arbitration” (CDL-JU(2004)025)
- Discussion

12:30

Lunch

Mr. Jan Klucka, Judge, Constitutional Court, Slovakia
“Effective Life Cycle of a Case. The experience of the Constitutional Court of Slovakia” (CDL-JU(2004)028)

Discussion

15:45

Coffee break

16.15 – 17.30

Second Session – Cases studies, tips for Constitutional Courts facing the recent introduction of individual complaints.

16:15 – 16:30

Mrs. Dzintra Pededze, Constitutional Court, Latvia
“Consequences within the Constitutional Court of Latvia of the introduction of individual complaints” (CDL-JU(2004)030)

16:30 – 17:30

Case studies – Tips

Mrs. Elke Luise Barnstedt, Secretary General, Constitutional Court, Germany

Mr. Jan Klucka, Judge, Constitutional Court, Slovakia

Mr. Arne Mavcic, Constitutional Court, Slovenia

Mrs. Dzintra Pededze, Constitutional Court, Latvia

Mr. Rick Ryckeboer, Refendar, Court of Arbitration, Belgium

Mr. Bakhtyar Tuzmukhamedov, Senior Counsellor, Constitutional Court, Russian Federation

Discussion

17.30

Closing remarks

Mr. Aladdin Soultanov, Judge, Constitutional Court, Azerbaijan

Ms. Caroline Martin, Secretariat of the Venice Commission