

**TERMS OF REFERENCE**  
**FOR**  
**ONE NATIONAL LEGAL EXPERT**

<b>Job Title:</b>	<b>One National Expert for Developing Training Needs Assessment (TNA) Report and Training Action Plan for trainings on application of the Charter of Fundamental Rights of the European Union</b>
<b>Institution:</b>	<b>Center for Legal Research and Analysis (CLRA);</b>
<b>Project title:</b>	<b>„Strengthening Regional Judicial Cooperation in the Western Balkans for Effective Litigation before the CJEU and Implementation of the EU Charter of Fundamental Rights“</b>
<b>Location:</b>	<b>Belgrade, Serbia;</b>

### **1. Background and project goal**

The continuous legal education of the judiciary is pivotal in enhancing the skills of judges, prosecutors, and legal practitioners, fostering a shift in mentality, and equipping them with the requisite knowledge of jurisprudence from the Court of Justice of the European Union (CJEU) and practical implementation of the Charter of Fundamental Rights of the European Union within national legal frameworks.

Aligned with the European judicial training strategy for 2021-2024, the initiative emphasizes the participation of justice professionals from the Western Balkans region in cross-border judicial training, recognizing their pivotal role in upholding the rule of law and the importance of staying abreast of the EU acquis and the evolving case-law of the CJEU, with dedicated training on the application of the Charter of Fundamental Rights of the European Union.

**The project goal is:** Improving the skills and capacities of judges, public prosecutors and legal practitioners to litigate substantive EU law before the European Court of Justice after becoming member states and to effectively implement the Charter of Fundamental Rights of the European Union.

## 2. Scope of engagement

The engagement is required for developing Training Needs Assessment (TNA) report and Training Action Plan for trainings on application of the Charter of Fundamental Rights of the European Union.

The National Expert (hereinafter expert), in coordination with the appointed project coordinator, will be responsible for developing a Training Needs Assessment report and a corresponding Training Action Plan focused on the application of the Charter of Fundamental Rights of the European Union. The expert will analyze the current level of awareness, understanding, and practical application of the Charter among the Judicial Academy, legal practitioners, judges, and public prosecutors. This will include an analysis of national legal frameworks, professional training standards, and existing practices related to fundamental rights protection within the context of EU law. Through consultations, surveys, and data collection, the expert will gather both quantitative and qualitative insights into the challenges and priorities in implementing the Charter effectively at the national level. Based on the findings of the TNA, the expert will prepare a comprehensive Training Action Plan that sets out specific learning objectives, priority training topics and appropriate delivery methods.

## 3. Objectives of the engagement and work tasks

The Project is planning to engage the National Legal Expert in the following tasks:

- **Developing Training Needs Assessment (TNA) Report and Training Action Plan for trainings on application of the Charter of Fundamental Rights of the European Union**
  - Communication with the Judicial Academy and legal authorities for identifying specific needs (accurate overview of the current state of affairs, institutions and training programs)
  - Identifying training needs through a combination of multiple methods:
    - surveys,
    - focus groups,
    - legislative review.
  - Figuring tailor-made solutions.

The experts will be responsible for participating in, implementing and finalizing the process of preparing a Training Needs Assessment (TNA) report and Training Action Plan for trainings on application of the Charter of Fundamental Rights of the European Union.

## 4. Qualifications and Experience for the National Legal Expert

The Expert will have the following qualifications and experience:

## Qualifications:

- **Degree in Law:** A law degree, with a specialization in human rights law, constitutional law, or international law. A master's degree (LL.M.) is highly preferred.
- **Relevant experience as legal professional (e.g., judge, public prosecutor, attorney or professor) is required:** Expertise in fields such as European law, human rights, constitutional law and jurisprudence.
- **Familiarity with Domestic Legislation:** A thorough understanding of the country's constitutional, legal, and regulatory frameworks, including laws and procedures concerning public access to court information, judicial transparency, and the freedom of information.
- **In-depth knowledge of EU Law and Charter of Fundamental Rights of the EU and practice of CJEU:** Preferred in-depth knowledge and understanding of EU Law, with familiarity with the Charter of Fundamental Rights (CFREU).

## Experience:

- **Minimum 10 Years of Professional Experience:** At least ten years of legal practice including experience of at least 5 years in international law, particularly with a focus on EU Law, Charter of Fundamental Rights of the EU, EHCR and domestic legislative framework.
- **Experience with Case Law:** Proven experience in reviewing, interpreting, and applying international courts and judgments.
- **Familiarity with Judicial Procedures:** Demonstrated experience working with or advising on national legal frameworks, court rules, and administrative procedures in relation to transparency, public access to legal documents, and the right to a fair trial.
- **Strong Research and Analytical Skills:** Exceptional legal research and analytical skills, with the ability to critically evaluate both national and international legal provisions and court practice, identify legal gaps, and develop tailored approaches for judges and public prosecutors.

## 5. Reporting relationships

The Expert will report directly to the appointed Project Coordinator.

## 6. Expected deliverables

The Expert is expected to achieve the following key deliverables at the minimum:

Duration	Key Deliverable
13.5 working days in the period of  <b>July 2025 – September 15<sup>th</sup> 2025</b>	<ul style="list-style-type: none"> <li>• <b>Developing Training Needs Assessment (TNA) Report and Training Action Plan for trainings on application of the Charter of Fundamental Rights of the European Union</b> <ul style="list-style-type: none"> <li>○ <i>Preferred number of pages: 15 max</i></li> <li>○ <i>Times New Roman 12</i></li> <li>○ <i>Chicago style referencing</i></li> <li>○ <i>The text should address the following key points:</i> <ul style="list-style-type: none"> <li>➤ What is the <b>role</b> of the Judicial Academy and what are its key <b>activities</b> at the national level?</li> <li>➤ What activities have been taken, or are planned, in order to achieve its objectives? (are there any programmes or training initiatives in place)</li> <li>➤ What are the <b>intended outcomes</b> of these programmes, particularly in relation to implementing the Charter of Fundamental Rights of the EU?</li> </ul> </li> </ul> </li> </ul>

## 7. Terms of Execution

Upon notification of the contract, the Expert will review the terms of her/his work and report all points requiring additional information or clarification. He/she will contact the Project Manager to collect all the information, instructions, and guidelines governing the conduct of the assignment.

## 8. Remuneration

The National Legal Expert will be remunerated **2025€** for the assigned task (the personal income tax is included in this sum). The payment of the expert fee from this contract shall be made in **two (2) instalments**:

1. The **first** instalment of **862.5€** following the event
2. The **second** instalment of **1162.5€** upon the finalization and Project Management's approval of the deliverables described in this ToR.

The Project will not be responsible for paying any additional taxes or other expenses done by the expert under this mission.