

PRACTICAL STEPS FOR JIT EVALUATION

NOTE:

**THIS DOCUMENT IS INTENDED TO PROVIDE
GENERAL GUIDANCE ON THE USE OF THE
JIT EVALUATION FORM**

Please read carefully before filling in the form!

1. WHY EVALUATE JITS?

- To centralise information on the functioning of JITs;
- To disseminate periodic reports outlining best practice and common practical and legal issues for the benefit of all JIT practitioners;
- To enhance and improve the use and functioning of JITs.

2. WHICH JITS TO EVALUATE?

- All JITs should be evaluated; regardless of how simple or complex a JIT may be, something can always be shared with others.

3. WHEN TO EVALUATE?

- At the closure of the JIT for Sections I – IV of the form;
- Once a final court decision is reached in the involved countries for Section V;
- In JITs benefitting from Eurojust funding, evaluation is crucial to ensure that funding possibilities meet operational needs.

4. WHO SHOULD EVALUATE JITS?

- Both judges/prosecutors and law enforcement authorities should be involved to the greatest possible extent. Depending on the specificities of the legal systems, prosecutors may be the most appropriate authorities to fill in Section V of the form;
- If deemed appropriate, JIT national expert(s) may also be involved.

5. HOW TO EVALUATE?

- Joint evaluation shall be carried out whenever possible; this approach promotes further collaboration and enhances the quality of the data;
- If the above approach is adopted, a dedicated meeting for all JIT partners is recommended. Alternatively, you may wish to organise a videoconference. *For more details on Eurojust and Europol's support in this regard, see point 7;*

- If joint evaluation is not possible, unilateral evaluation is also an option. In such situations, please bear in mind that (i) your consent will be requested to share your evaluation with your JIT partner(s); or (ii) in the event of lack of consent, your JIT partner(s) will be invited to submit separate evaluation(s).

6. HOW TO FILL IN THE EVALUATION FORM?

- Download the latest version of the JIT evaluation form from Eurojust's website or other available sources at national level;
- Complete the evaluation form in English. You may also consult the translated versions for reference only;
- Fill in and submit the evaluation form electronically. If you print it, out certain fields will not be displayed;
- Please refrain from using any personal data when filling in the form.

7. WHAT SUPPORT CAN EUROJUST/EUROPOL PROVIDE?

- Eurojust and Europol can support the evaluation process by offering a venue for evaluation meetings or by providing video-conference facilities;
- The JITs Network Secretariat is available to participate in evaluation meetings and to assist practitioners in completing the form on the spot;
- JIT funding may also be used to finance evaluation meetings in the countries involved.

8. WHAT USE WILL BE MADE OF THE JIT EVALUATION?

- The completed evaluation form will be used to compile periodic reports reflecting in a general manner the quantitative and qualitative outcome of the evaluations over a certain period of time;
- Any statement included in the evaluation will be reflected in an anonymised and non-identifiable manner;
- Under no circumstances shall the specific details (States involved, specific duration, etc.) be disclosed.

Completed JIT evaluation forms should be sent to
jitsnetworksecretariat@eurojust.europa.eu.