Implementation of IT solutions supporting judicial work

Purpose

Creation and use of IT tools supporting judicial work.

Assumptions

1. Judicial work with extensive case files may be difficult

2. Depending on personal predispositions, the maximum volume of files can be determined with which the judge is unable to work efficiently

3. Many volumes of the case file are not decisive for the decision

4. A significant facilitation for the judge would be the automatic search for the indicated content in the case file

5. Judges would be ready to work in an IT system if it significantly facilitated their adjudication

Create a tool

1. The basis of the described practice is a program that allows for efficient use of digitized files

2. Digitization should be understood as scanning files and entering them into the system

3. Scanned files are processed with a program that recognizes printed text – this allows you to use the text editor function

4. A practically important prerequisite is the allocation of human and technical resources to scan the files

5. The program in question allows judges to work on any computer while maintaining the highest available security standards

6. The technical requirements of the program are not excessive

7. It is necessary to train judges in the functioning of the program

8. To implement this practice efficiently, close cooperation between the internal IT unit and external experts is needed

9. The tool should be complemented by internal procedures for the use of the digitised form of the file

10. The program should maintain uniform standards so that it can also be used in the second instance

Description of the functioning of the practice

1. It is important to determine the form of work when scanning files – it should not burden employees with additional duties while maintaining the efficiency of this process

2. To this end, the impact of paper-only documents should be minimized

3. The scanning process is not time-consuming, more effort is required to prepare the files for digitization

4. Unusual size documents or non-standard paper printed on non-standard paper are not possible to scan very quickly

5. All fragments of text that cannot be recognized by the text reader program are inserted into the digitized files in the form of an image

6. Judges receive security certificates that allow them to log in to the program

7. While working on files, they use a number of modern tools – they can automatically search the text of files, insert tags, group documents, create notes on files that merge selected groups of documents, etc.

8. In addition, the programme has a high development potential

Benefits

1. Working on digitized files speeds up the proceedings

2. The implementation of this practice fits perfectly into the trend of supporting the work of judges with IT tools

3. This is an innovative solution – it indicates the development potential of the court's activities in the eyes of the citizen

4. Using the word processing function on documents in the file significantly speeds up the preparation of judgments

5. The system prevents situations where a document is lost by attaching files in the wrong place

6. It also has a significant impact on the proceedings in the second instance, where judges can familiarize themselves not only with the ruling, but with the entire train of thought of the judge through notes, grouping of documents and other functionalities of the system

7. In the case of extensive cases, the system also relieves the judge's support staff of many technical duties

Cost of implementation

1. Cost of purchasing a program to handle digitized files

2. Costs of work when scanning files

3. Cost associated with training for judges

Other necessary expenditures/activities

1. Issuance of internal regulations regulating work on the system