



Khyber Pakhtunkhwa Judicial Academy

General Training Program (GTP) 2020-2021



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Pre-Service Training
(Newly appointed)
Civil Judges/Judicial Magistrates/Ilaqa Qazis

Course Contents:

- 1 Orientation
- 2 Substantive Laws
- 3 Adjective Laws
- 4 Case & Court Management/ Skills
- 5 Judicial Conduct: Ethics & Mannerism
- 6 Medical Jurisprudence & Forensic Science
- 7 Research Skills
- 8 Drafting Skills
- 9 Vetting Skills
- 10 Communication Skills
- 11 Management Skills
- 12 Trial Need Assessments/Trial Scheduling
- 13 Maintenance of record
- 14 Expeditious disposal of stagnant category of cases
- 15 Audio and video recording of evidence and maintenance of its record
- 16 Revenue Record Cell and its use for Trial Scheduling
- 17 Diary Management and Lawyers Database
- 18 Trial of cases of concurrent jurisdiction
- 19 Sentencing Guidelines
- 20 Disposal of cases by diversion
- 21 Disposal of stagnant category of cases
- 22 Correspondence Techniques
- 23 Leadership Qualities
- 24 Case studies
- 25 Practical work
 - Elementary Level
 - Order sheet writing
 - Medium Level
 - Framing of issues and charge in civil and criminal cases respectively, appreciating evidence
 - Advance Level
 - Culminating points of proceedings
 - Judgment Writing

Site visits:

- District courts
- FSL
- Forensic Medicine Lab of Khyber Medical University,
- National Archives,
- Peshawar Museum,
 - KP Police Training School, Peshawar
 - Board of Revenue

Training Manual(s) and Report(s) can be accessed at:

1. <http://www.kpja.edu.pk/content/training-manuals>
2. <http://www.kpja.edu.pk/content/report-pre-service-training-civil-judges-cum-judicial-magistratesillaqa-qazis-april-9-%E2%80%93-july>

(Newly appointed)
Additional District & Sessions Judges/Izafi Zilla Qazis

Course Contents:

- 1 Orientation
- 2 Substantive Laws
- 3 Adjective Laws
- 4 Case & Court Management/ Skills
- 5 Judicial Conduct: Ethics & Mannerism
- 6 Medical Jurisprudence & Forensic Science
- 7 Research Skills
- 8 Drafting Skills
- 9 Vetting Skills
- 10 Communication Skills
- 11 Management Skills
- 12 Trial Need Assessments/Trial Scheduling
- 13 Civil Appeal and Revisions
- 14 Criminal Appeal and Revisions
- 15 Hudod Laws
- 16 Qisas and Diyat
- 17 Appreciation of Evidence
- 18 Management of the Sessions Trial
- 19 Sentencing Guidelines
- 20 Maintenance of record
- 21 Expeditious disposal of stagnant category of cases
- 22 Management and Disposal of cases by diversion under the Juvenile Justice System Act, 2018 (specific to Child Protection Court)
- 23 KP Child Welfare & Protection Act, 2010
- 24 Audio and video recording of evidence and maintenance of its record
- 25 Revenue Record Cell and its use for Trial Scheduling
- 26 Diary Management and Lawyers Database
- 27 Correspondence Techniques
- 28 Leadership Qualities
- 29 Case studies
- 30 Practical work
 - Elementary Level
 - Order sheet writing
 - Medium Level
 - Framing of issues and charge in civil and criminal cases respectively, appreciating evidence
 - Advance Level
 - Culminating points of proceedings
 - Judgment Writing

Site visits:

- District courts
- FSL
- Forensic Medicine Lab of Khyber Medical University,
- National Archives,
- Peshawar Museum,
- KP Police Training School, Peshawar
- Board of Revenue

Training Manual(s) and Report(s) can be accessed at:

- <http://www.kpja.edu.pk/content/training-manuals>
- <http://www.kpja.edu.pk/content/report-2-week-induction-training-probationers-additional-district-sessions-judges-izafi>

Post-Promotion Training: under Probation (Newly promoted)

District & Sessions Judges/*Zilla Qazis*

Course Contents:

- 1 Substantive & Procedural Laws
- 2 Case & Court Management
- 3 Administrative & Financial Management
- 4 Judicial Conduct: Ethics & Mannerism
- 5 Human Resource Management
- 6 Public Procurements
- 7 Budget, Internal and External Audit
- 8 Asset Management
- 9 Planning and Development
- 10 Record Maintenance
- 11 Management of Process serving Agency and Criminal Process Cell
- 12 Audio and video recording of evidence and maintenance of its record
- 13 Equalization of Workload
- 14 Monitoring of Paralegal Human Resource
- 15 Revenue Record Cell and its use for Trial Scheduling
- 16 Diary Management and Lawyers Database
- 17 Case studies
- 18 Practical work

Training Manual(s) and Report(s) can be accessed at:

- <http://www.kpja.edu.pk/content/training-manuals>
- <http://www.kpja.edu.pk/content/report-training-substantive-procedural-laws-2nd-week-newly-promoted-district-sessions-judges>

(Newly promoted)

Additional District & Sessions Judges/*Izafi Zilla Qazis*

Course Contents:

1. Trial Need Assessments/Trial Scheduling
2. Civil Appeal and Revisions
3. Criminal Appeal and Revisions
4. Hudod Laws
5. Qisas and Diyat
6. Appreciation of Evidence
7. Management of the Sessions Trial
8. Sentencing Guidelines
9. Maintenance of record
10. Expeditious disposal of stagnant category of cases
11. Management and Disposal of cases by diversion under the Juvenile Justice System Act, 2018 (specific to Child Protection Court)
12. KP Child Welfare & Protection Act, 2010
13. Audio and video recording of evidence and maintenance of its record
14. Case studies
15. Practical work

Training Manual(s) and Report(s) can be accessed at:

- <http://www.kpja.edu.pk/content/training-manuals>
- <http://www.kpja.edu.pk/content/training-substantive-and-procedural-law-newly-promoted-additional-district-sessions-judges>

(Newly promoted)

Senior Civil Judges/A`ala Ilaqa Qazis

Course Contents:

1. Human Resource Management
2. Public Procurements
3. Budget, Internal and External Audit
4. Asset Management
5. Planning and Development
6. Record Maintenance
7. Management of Process serving Agency and Criminal Process Cell
8. Audio and video recording of evidence and maintenance of its record
9. Judicial Accounts
10. Expeditious disposal of stagnant category of cases
11. Equalization of Workload
12. Monitoring of Paralegal Human Resource
13. Revenue Record Cell and its use for Trial Scheduling
14. Diary Management and Lawyers Database
15. Case studies
16. Practical work

Training Manual(s)and Report(s) can be accessed at:

- <http://www.kpja.edu.pk/content/report-online-training-newly-promoted-senior-civil-judges-5th-october-%E2%80%932nd-november-202>
- <http://www.kpja.edu.pk/content/report-5-day-trainings-case-court-management-senior-civil-judges-and-senior-most-civil>

Mid-Career Training

Participants:

- All the Judicial officers

Course Contents:

1. Amendments in Statues
2. New Laws
3. Professional Conduct : Ethics & Mannerism
4. Specialized Courses
 - a) Gender Sensitization/ Gender based violence (GBV)
 - b) Child welfare & Protection
 - c) The Art & Science of Judicial Reasoning
 - d) The witness protection & security in justice system
 - e) Sentencing Criteria & guidelines in criminal cases
 - f) The exercise of discretion in decision making
 - g) The use & evidentiary value of digital evidence
 - h) Intellectual Property Rights
 - i) Environment
 - j) Women empowerment/ Rights
 - k) Juveniles
 - l) Financial Crimes
 - m) Narcotics
 - n) Terrorism
 - o) Cyber Crimes
 - p) Alternative Dispute Resolution
 - q) Forensics
 - r) Management of Family Cases
 - s) Management of Virtual Courts
 - t) Consumer Laws

Training Manual(s) and Report (s) can be accessed at:

- <http://www.kpja.edu.pk/content/report-two-day-training-gender-based-violence-gbv-laws-23-24-june-2020>
- <http://www.kpja.edu.pk/content/report-05-day-training-substantive-procedural-laws-upgraded-manuals-inclusive-specialized-2>
- <http://www.kpja.edu.pk/content/training-court-case-management-judicial-conduct-civil-judges-judicial-magistrates-illaqa-0>
- <http://kpja.edu.pk/content/report-01-day-specialized-training-khyber-pakhtunkhawa-wildlife-and-bio-diversity-protection>
- <http://www.kpja.edu.pk/content/report-02-day-specialized-course-intellectual-property-rights-additional-district-sessions-0>

- <http://www.kpja.edu.pk/content/report-02-day-conference-women-right-inheritance-october-28-29-2016>
- <http://www.kpja.edu.pk/content/report-three-day-training-child-protectionjuvenile-justice-system-laws-27-29-july-2020>
- <http://www.kpja.edu.pk/content/report-2day-training-financial-crimes-judges-3-4-may-2017>
- <http://www.kpja.edu.pk/content/report-02-days-training-cyber-crime-02-03-nov-2017>
- <http://www.kpja.edu.pk/content/report-02-day-specialized-training-forensics-judicial-magistrates-september-21-22-2016>
- <http://www.kpja.edu.pk/content/report-02-day-training-management-family-cases-inclusive-tw0-days-workshop-role-and>

Advanced Judicial Management Training

Participants:

- District & Sessions Judges/*Zilla Qazis*
- Senior Civil Judges/*A`ala Ilaqa Qazis*

Course Contents:

1. Management
 - a) Human Resource
 - b) Finance
 - c) Case & Court
2. Leadership qualities
3. Planning & Development
4. Professional Conduct : Ethics & Mannerism

Training Manual(s) and Report(s) can be accessed at:

- <http://kpja.edu.pk/content/report-court-case-management-training-29-november-1-december-2017>
- <http://kpja.edu.pk/content/report-1st-online-training-newly-promoted-senior-civil-judges-5th-oct-2nd-nov-2020>
- <http://kpja.edu.pk/content/report-training-court-case-management-newly-promoted-district-sessions-judges-zilla-qazis-23>

Professional Mid-career Trainings (Related disciplines)

Paralegal Staff

Participants:

1. Court Staff
 - *Muharirs*
 - Readers
 - Stenos
 - Nazirs
 - Naib Nazirs
 - Bailiffs
 - Process Servers

Course Contents:

1. Office & Court Management
2. Professional Conduct: Ethics & Mannerism
3. Linguistic Skills

Training Manual(s) and Reports(s) can be accessed at:

- <http://kpja.edu.pk/content/office-and-case-management-%E2%80%93-court-staff-report-05-nazarat-branch>
- <http://kpja.edu.pk/content/office-and-case-management-%E2%80%93-court-staff-report-03-process-serving-agency>
- <http://kpja.edu.pk/content/consolidated-report-three-successive-training-programs-%E2%80%93-office-and-court-management%E2%80%93-%E2%80%93-court>

Professional Mid-career Trainings (Related disciplines)

Lawyers

Participants:

1. Members of the District Bar Associations

Course Contents:

1. Professional Skills
2. Professional Conduct & Etiquettes
 - a. Duty to the court.
 - b. Conduct with regard to client.
 - c. Conduct with regards to other advocates.
 - d. Conduct with regard to the public generally.
3. Amendments in Statues
4. New Laws

Training Manual(s) and Report(s) can be accessed at:

- <http://kpja.edu.pk/content/report-two-day-training-course-newly-inducted-lawyers-across-kp-province-08-09-july-2020>
- <http://kpja.edu.pk/content/consolidated-report-on05-days-training-newly-inducted-lawyers-adr-across-kp-province-20-24>
- <http://kpja.edu.pk/content/report-one-week-training-newly-inducted-lawyers-across-province-batch-ii-3-7-april-2017>

Professional Mid-career Trainings (Related disciplines)

Prosecutors

Participants:

- District Public Prosecutor
- Deputy Public Prosecutor
- Assistant Public Prosecutor

Course Contents:

1. The art to conduct prosecution of accused in any court under chapter XXXVIII CrPC
2. Substantive & Procedural Laws
3. Amendments in Statues
4. New Laws
5. Professional Conduct : Ethics & Mannerism
6. Specialized Courses
 - a) Gender Sensitization/ Gender based violence (GBV)
 - b) The witness protection & security in justice system
 - c) Intellectual Property Rights
 - d) Women empowerment/ Rights
 - e) Juveniles
 - f) Financial Crimes
 - g) Narcotics
 - h) Terrorism
 - i) Cyber Crimes
 - j) Alternative Dispute Resolution
 - k) Forensics

Training Manual(s) and Report(s) can be accessed at:

- <http://kpja.edu.pk/content/report-01-week-training-course-substantive-procedural-laws-public-prosecutors-batch-ii-8-12>
- <http://kpja.edu.pk/content/report-01-week-training-course-substantive-procedural-laws-public-prosecutors-batch-i-29-nov>
- <http://kpja.edu.pk/content/report-first-training-case-management-techniques-prosecutors>
- <http://kpja.edu.pk/content/consolidated-report-three-successive-trainings-case-management-techniques-prosecutors>

Professional Mid-career Trainings (Related disciplines)

District Attorneys

Participants:

- District Attorney
- Deputy District Attorney
- Assistant District Attorney

Course Contents:

1. Management of Suits by or against the Government
2. Substantive & Procedural Laws
3. Amendments in Statutes
4. New Laws
5. Professional Conduct : Ethics & Mannerism
6. Specialized Courses
 - a) The witness protection & security in justice system
 - b) Intellectual Property Rights
 - c) Environment
 - d) Women empowerment/ Rights
 - e) Alternative Dispute Resolution
 - f) Forensics

Training Manual(s) and Report(s) can be accessed at:

- <http://www.kpja.edu.pk/content/report-02-day-training-course-district-attorneys-28-%E2%80%9329-october-2019>

Special Activities

Workshops/Seminars/Conferences

Participants:

- According to the Targeted Areas

Contents:

1. Introduction to the subject.
2. History & evolution of the subject.
3. Scope and Significance of the subject.
4. Discussions and deliberation for developing suggestion and recommendations.

Reports available at <http://kpja.edu.pk/reports>

- The Code of Civil Procedure, 1908 (V of 1908) (Amendment) Act, 2019: FGD held on 21 st October 2019
- 1-Day National Seminar on the draft rules for the Requirements of section 89-A of the Code of Civil Procedure, 1908 held on Thursday, 27th February 2020
- One Day Consultative Workshop on Civil Case Management Rules February 09, 2019
- 02-Day Workshop on Working of NMDs' Courts: Challenges & Solutions July 2nd-3rd, 2019
- One Day Consultative Session on the Feasibility & Effectiveness of Special Courts for Juveniles December 19, 2018
- Seminar on Newly-Merged Civil Districts/Sessions Divisions In Khyber Pakhtunkhwa: Legislative Development In The Post- Merger Scenario, A Way Forward Towards Rule Of Law 17 September 2019
- 02-day National Conference on Criminal Courts (Function) Rules 18-19 September 2019
- TWO DAY SEMINAR ON PROPOSED AMENDMENTS & DRAFT RULES UNDER CRIMINAL PROCEDURE CODE, 1898 [REPORT] 20-21 FEB 2019
- ONE DAY SEMINAR ON DRAFT RULES OF CODE OF CRIMINAL PROCEDURE 27th March 2018
- 02 DAYS NATIONAL CONFERENCE ON ALTERNATIVE DISPUTE RESOLUTION (ADR) (16TH-17TH NOVEMBER, 2017)
- 02 DAYS NATIONAL CONFERENCE ON ALTERNATIVE DISPUTE RESOLUTION 16TH-17TH NOVEMBER, 2017
- 02-DAY WORKSHOP & CONSULTATION TO ESTABLISH JUDICIAL GUIDANCE ON ADR - 21-22 DECEMBER 2015
- 02-DAY WORKSHOP & CONSULTATION TO ESTABLISH JUDICIAL GUIDANCE ON ADR 30 Nov-1 December, 2015
- FATA Integration: Challenges & Opportunities, 25th May, 2017
- One Day Seminar on Fast Track Dispute Resolution For Investment Contracts And Transactions (23 May, 2017)

- National One Day Seminar on Case Management and Summary Judgment Rules (Amendments in CPC) , 18th April, 2017
- 02 DAY Seminar on Proposed Amendment in CrPC and PPC, March 21-22, 2017
- Think- Tank on 18th Amendment
- SUCCESSES & FAILURES OF THE SHAR''AI NIIZAM--E--ADL REGULATION, 2009
- One Day Seminar on Criminal Justice Coordination Committee
- ONE DAY SEMINAR ON IMPORTANCE OF JUDICIAL SENTENCING REPORT

Local Trainings

Participants:

- Judges
- Lawyers
- Court Staff

Course Contents:

1. Uniformity in Discretionary Matters
2. Tools of Expeditious Adjudication
3. Judgment Writing Skills
4. Legal Writing
5. Advocacy Skills
6. Information Technology Skills
7. Maintenance of Judicial Records
8. Process Serving Agency: Skills of Proper & Timely Execution of Processes
9. Diary Management Skills
10. Disciplinary Proceedings
11. Supervisory Role of Magistrate in Pre-trial Proceedings: Skill Sets
12. Code of Conduct of Government Servants
13. Ethical Standards: Motivation
14. Soft Skills

(Under consideration of Hon'ble the Peshawar High Court, Peshawar)

Annual Judicial Training Calendar 2021

The Khyber Pakhtunkhwa Judicial Academy following its Aims & Objectives as per Section 4 of KPJA Act, 2012 has drawn up the Annual Calendar for the year 2021 for imparting quality legal education and judicial training to all the stakeholders of the justice sector. It is available on the official website of the Academy. The new calendar of KPJA is self-contained and self-explanatory regarding the vision for the judicial year 2021. Every training will focus on knowledge, skills, and attitude (KSA) for the trainees. The calendar for this year has a new feature, i.e., "every Judge every year". Efforts were made to give an opportunity to every Judicial Officer to be at Academy for at least one day for a short training course during the year.

Annual Judicial Training Calendar 2021 is available at
<https://drive.google.com/file/d/17Dn8EOQ4DILorxUUvu52xDojUWZgS-TH/view>