

JUDICIAL ACADEMY

By virtue of the Decree on State of Emergency Measures (the *Official Gazette of the RoS*, No. 31/20) and the Decree on Organization of Work by Employers during the State of Emergency (the *Official Gazette of the RoS*, No. 31/20), on 17 March 2020, the Director of the Judicial Academy is issuing the:

DECISION ON THE WORK OF THE EMPLOYEES DURING THE STATE OF EMERGENCY

1. This Decision regulates the special method and organization of the work of the Judicial Academy during the state of emergency, starting from 17 March 2020.
2. The Director shall, in cooperation with the Deputy Directors and the heads of the organizational parts of the Judicial Academy, draw up the plan of the work of the organizational units, so as to ensure functioning of the Judicial Academy, carrying out of the workload and supervision over the work of the employees during the working hours in the course of the state of emergency.
3. The employees having children under the age of 12 and the employees having chronic health problems shall work from home, on which the decision shall be issued by the Director of the Judicial Academy.
4. The employees at the Judicial Academy, who are not covered by point 3 of this Decision, shall be enabled to work from home at all the work posts at which it is possible to organize such work, on which the Director shall issue the decision in compliance with the plan of the work of the organizational units and the Decree on Organization of Work by Employers during the State of Emergency.
5. The Department of General, Legal and Human Resources Affairs shall keep records of all the employees working from home.
6. The beneficiaries of the initial training of the Judicial Academy, who have been assigned to work at courts and public prosecutor's offices, shall follow the instructions of the presidents of courts and of public prosecutors for the work at the court or at the public prosecutor's office.
7. The beneficiaries of the initial training, who have children of up to 12 years of age, shall be enabled to work from home in compliance with the Recommendation of the Minister of Justice for the Work of Courts and Public Prosecutor's Offices during the State of Emergency promulgated on 15 March 2020, on which the Director of the Judicial Academy shall issue the decision in consultations with the president of the relevant court or with the public prosecutor.
8. The beneficiaries of the initial training of the Judicial Academy shall, through the e-mail informacija@pars.rs:

- Notify the Judicial Academy on their work from home for the purpose of making records;
 - At the end of each working week, shall submit the information on their work during that working week to the Judicial Academy.
9. All the employees, who work from home, shall, during the working hours, receive and reply to e-mails, communicate with the other employees and provide information to interested persons on postponements of the formerly scheduled training courses from their respective scopes of work.
10. All the employees shall, throughout the time, be available for communication with the Director, their respective immediate superior and with the other employees, as well as report to their immediate superior by way of e-mail once a week.
11. During the work from home, the employees shall be entitled to personal income compensation.

DIRECTOR
Nenad Vujić