

Legal Drafting E-learning Programme Open Call

About the Legal Drafting e-Learning Programme

The Legal Drafting e-Learning Programme is part of the Capacity Building in Legal Drafting Project that is financed by the European Union and executed by ARCA Consortium on behalf of CARIFORUM.

This project seeks to build capacity within the public sector in CARIFORUM States in the areas of **treaty and legislative drafting** through training and sponsorship of selected participants.

The project also intends to develop a better understanding among beneficiaries of the provisions of the CARIFORUM-EU Economic Partnership Agreement (EPA) to facilitate a more effective implementation of the EPA.

Overview of the Programme

Important facts

COST	Free
DURATION	3 months (20 February 2023 – 20 May 2023)
MODALITY	On-line & remote

Programme outline

This online programme is structured in the MOOC (Massive Open Online Course) format that allows students to study independently and self-assess their knowledge in an **accessible** and **flexible** way.

There are a total of **3 courses**, each with a duration of 4 weeks.

Each course is divided into:

- **3 modules:** 1 week each of self-autonomous learning (a total of 3 weeks)
- **A live session activity** at the end of the course lasting 1 week. This activity will be divided into different live sessions in which the students will be able to have live interaction with the teachers and guest speakers.

Course instructors will provide the following **materials** to guide the students through the course modules:

- **Study materials:** the reading materials for independent study that are available on the online platform.
- **Power point presentations of the lectures**
- **Case studies:** featuring a particular case within a real-world context that is part of the course's evaluation content.
- **Multiple choice-tests** to assess the student's learning.

To pass each course participants must complete all of the activities, submit the case-study exercise and pass the multiple-choice tests.



Finally, the learning platform will provide a **course Certificate** for participants who successfully complete the course.

Syllabus of the Programme

COURSE 1: TREATY IMPLEMENTATION WITH FOCUS ON CARIFORUM – EU EPA	MODULE 1: International Law and the importance of Treaties
	MODULE 2: Common Law and Civil Law Legal Systems in CARIFORUM States
	MODULE 3: Development of a legislative framework relating to key commitments under the CARIFORUM-EU EPA
	Live Sessions
COURSE 2: THE LEGISLATIVE DEVELOPMENT PROCESS AND THE DRAFTING OF LEGISLATION	MODULE 1: The Legislative Development Process (Planning and Policy Development, Development of a Legislation Programme)
	MODULE 2: Legislative Drafting in Civil Law & Common Law & Hybrid Jurisdictions
	MODULE 3: Legislative Drafting within CARIFORUM States
	Live Sessions
COURSE 3: LEGISLATIVE DRAFTING TECHNIQUES AND RESOURCES	MODULE 1: Technical Skills and Legislative Drafting Techniques
	MODULE 2: Drafting Resources and Materials and Use of Model Legislation
	MODULE 3: Practical Drafting Module
	Live Sessions

Entry requirements

This programme is open to residents of CARIFORUM Member States working in the context of the EPA in the **public sector**. A maximum of **130 students** will gain admission to the programme. This number will be gender balanced.

Participants must fulfil the following **minimum requirements** and **submit proof** of their compliance **in order to apply** to the Programme:

- **Current experience.** Applicants must hold positions within CARIFORUM Member States such as legal drafters, legal officers in trade ministries, senior trade officials and Members of Parliament (or equivalent designation within the context of the EPA).
- **English knowledge:** An advanced level in English Language is required. Applicants are encouraged to take the self-assessment test available at



<https://www.britishcouncil.es/en/english/levels/b1#:~:text=Level%20B1%20correspon ds%20to%20independent,without%20effort%20with%20native%20speakers.>

Applicants who do not meet these minimum requirements will not be considered for the E-learning Programme.

How to apply

Applications must also include the following **documentation and proof of compliance** with admission requirements:

- Copy of national identification card
- Curricula vitae
- A personal statement (not exceeding two pages) in which applicants explain how they intend to use their training to further their contributions in their area of work so as to allow their countries to benefit from the EPA.

***Non-English native speakers must also submit an English language certificate. In the absence of such a certificate, such applicants must send the signed statement of English knowledge attached.**

****Non-National CARIFORUM applicants working in the public sector will have to submit a recommendation letter from their employment authority.**

Applications should be sent to both: applicationslegaldrafting@arcaconsortium.net and admin.epaunit@caricom.org

The deadline for submission of applications is 12 p.m. (noon, Guyana time GMT-4) on 10th January, 2023.

Selection criteria and award publication

An **evaluation committee** will select course participants from those who meet the minimum course requirements and submit the required documents. The evaluation committee will consider the personal statements and CVs of candidates in addition to criteria related to candidates' motivation, experience or employment position.

In addition, the selection of participants will be based on the following quotas:

- **Gender quota:** At least 50% of positions will be reserved for women.
- **Country quota:**

Country	Nº of participants
Antigua and Barbuda	8
The Bahamas	9
Barbados	9
Belize	9
Dominica	8
The Dominican Republic	9
Grenada	8
Guyana	9



Haiti	9
Jamaica	9
Saint Lucia	8
St. Kitts and Nevis	8
St. Vincent and the Grenadines	9
Suriname	9
Trinidad and Tobago	9

Only successful applicants will be contacted via e-mail.

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