

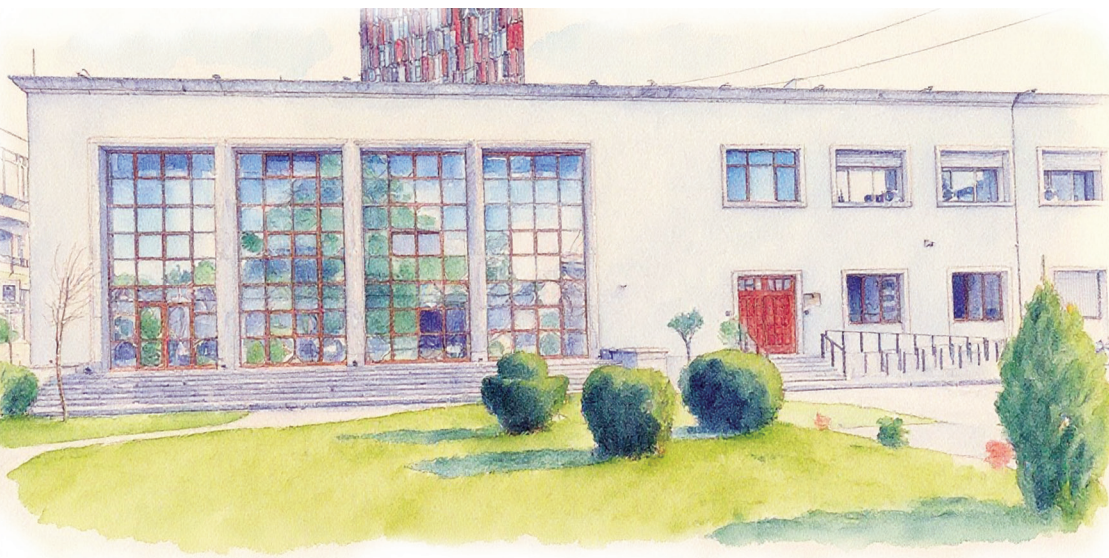


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I DREJTËSISE

HIGH INSPECTOR OF JUSTICE

A Brief Overview of the Institution 2025



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HIGH INSPECTOR OF JUSTICE

A brief overview of the institution 2025



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1. A UNIFIED MODEL OF INSPECTION

A new inspection model



The High Inspector of Justice (HIJ) started its work on 1 February 2020, as a new independent constitutional institution. The High Inspector of Justice is the state authority responsible for verifying complaints, investigating violations and initiating disciplinary proceedings against judges and prosecutors of all levels, members of the High Judicial Council, members of the High Prosecutorial Council and the Prosecutor General (Article 147/d of the Constitution of Albania). The High Inspector of Justice is also responsible for the institutional inspection of courts and prosecution offices.

Until July 2016, the checking of magistrates was carried out by three separate institutions: the Minister of Justice, the High Council of Justice (for judges) and the Prosecutor General (for prosecutors). In July 2016, Albania undertook a profound reform of the justice system by establishing a new architecture of justice institutions. As part of this reform, the judicial inspection has been reorganized into a monocratic institution, which is the High Inspector of Justice.

Election

The High Inspector of Justice is elected by at least 3/5 of the 140 members of the Assembly, for a period of 9 years, without the right to re-election. HIJ is selected from among prominent jurists of high moral and professional integrity and with no less than 15 years of professional experience, by the Judicial Appointments Council, according to a transparent and public procedure. The High Inspector of Justice has the status of a judge of the Supreme Court. Mr. Artur Metani is the High Inspector of Justice, elected on 20 January 2020 with 98 votes in favour, by the Assembly of Albania.

Independence

The High Inspector of Justice is the head of the institution and exercises his functions in complete independence. Direct or indirect interference in the functions of the Inspector for carrying out verifications of complaints, investigations and inspections, or in relation to any specific subject brings responsibility according to the law.

With the Assembly

The High Inspector of Justice is a legal entity with an independent budget, part of the state budget, which is approved by the Assembly. The organization, structure and number of employees of the HIJ office are approved by the Assembly, upon proposal of the High Inspector of Justice.

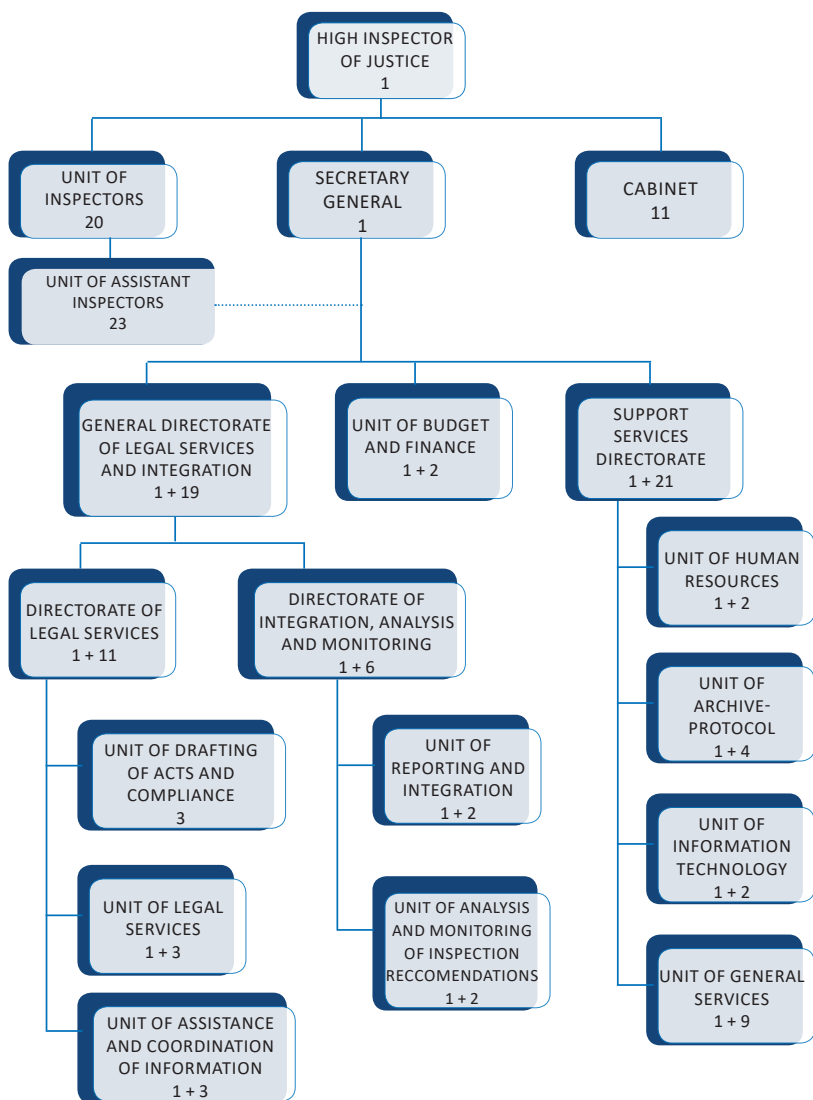
2. ORGANIZATION

The Office of the High Inspector of Justice (HIJ) is designed as an independent constitutional institution, organized and functioning as a legal entity with a separate budget financed from the State budget, and from other financial sources provided for by law, with a structure and professional personnel necessary for the exercise of constitutional and legal powers.

In fulfilling its constitutional and legal activity, the High Inspector of Justice has the following organizational structure:

- **The Cabinet of the High Inspector of Justice**, which activity, in addition to the tasks set out in the internal regulation, serves to consult and follow up on specific issues and tasks, assigned case by case by the High Inspector of Justice.
- **The Unit of Inspectors**, which activity is regulated in accordance with the provisions of the legislation in force on the status of judges and prosecutors in the Republic of Albania and the legislation in force on the governing bodies of the justice system, is responsible for conducting verifications, disciplinary investigations into the activity of judges and prosecutors of all levels, members of the High Judicial Council, the High Prosecutorial Council of the Prosecutor General's Office, as well as thematic and institutional inspections.
- **The Unit of Assistant Inspectors**, consists of jurists with 10 years of experience, who assist the unit of inspectors in the pre-investigation and post-disciplinary phase.
- **The General Directorate of Legal Services and Integration includes two directorates:**

- **Directorate of Integration, Analysis and Monitoring**, which includes the *Unit of Reporting and Integration* and the *Unit for Analysis and Monitoring of Inspection Recommendations*. This directorate prepares reports, strategic documents and any other document, requests data on the general activity for the commitments made within the framework of the European integration process; processes and analyzes statistical data on the activity of the HIJ for use by the institution, but also with the aim of increasing the transparency of the work of the Office of the High Inspector of Justice.
- **Directorate of Legal Services**, includes the *Unit of Drafting of Acts and Compliance*, the *Legal Services Unit* and the *Unit of Assistance and Information Coordination*. This directorate deals with drafting and verifying internal acts and documentation, provides legal opinions, conducts analysis and research, monitors assistance to citizens, the progress of complaints and requests for information, as well as every dimension of the institution's public relations.
- **The Unit of Budget and Finance** is committed to the most efficient, effective and economical use of public financial resources, respecting the principles of transparency and legality.
- **The Support Services Directorate** The Support Services Directorate includes the *Human Resources Unit*, the *Information Technology Unit*, the *Archive- Protocol Unit*, and the *General Services Unit*, with support functions for the institution.



TOTAL 101 EMPLOYEES

3. COMPETENCES

Competences of the High Inspector of Justice

- The High Inspector of Justice is the head of the institution and represents the institution in relations with third parties.
- Ensures the cooperation of the Office of the High Inspector of Justice with other public and private entities in the exercise of its functions.
- Issues general orders of an administrative or procedural nature on the progress and methods of work, on the coordination of work between inspectors, or between them and other public bodies, on guaranteeing the uniform interpretation and application of the law on the verification of complaints; investigation of misconduct and inspection, on ensuring compliance with the rules of ethical and professional performance by inspectors and administrative personnel, as well as on any other issue of a general nature after receiving the opinion of the meeting of inspectors.
- Issues non-binding orders on specific cases reviewed by inspectors.
- Reports to the Assembly, no less than once a year, on the work of the Office of the High Inspector of Justice in the previous year.
- Approves the annual plan of institutional and thematic inspections.
- Determines the qualification criteria and other requirements for the position of inspectors and administrative personnel, in accordance with this law, the law “On the status of judges and prosecutors in the Republic of Albania” and the law “On civil servants”.
- Supervises and methodologically manages the work of inspectors.
- Investigates disciplinary misconduct of inspectors.

- Convenes and chairs the General Meeting of Inspectors.
- Convenes and chairs the meetings of the Commission for Appointments and Evaluation of Inspectors.
- Supervises and chairs the administration of the Office of the Inspector.
- Allocates cases to inspectors and decide on their replacement based on objective and transparent criteria, taking into account the workload, experience, qualifications and possible legal obstacles of the inspectors.
- Approves draft decisions of the inspectors.
- Performs any other task assigned by law.

Duties of the inspectors

- Inspectors perform their duties on behalf of the High Inspector of Justice.
- Upon assuming office, inspectors verify and investigate alleged disciplinary violations of subjects, which are part of the field of competence of the HIJ; collect data and evaluate any information or action that they consider or may be important for the implementation of the task.
- Inspectors have the right to enter the premises where the subjects of disciplinary proceedings operate, to inspect, copy, reproduce and obtain any information or document necessary for the performance of the task.
- Inspectors request from any natural or legal person or public institution information, documents, evidence, orally or in writing, on any matter related to the verification, investigation or inspection being carried out.
- At the conclusion of the verification, investigation, misconduct or inspection procedure, the inspector drafts the relevant decision and immediately submits it to the High Inspector of Justice.

4. FUNCTIONS

- The High Inspector of Justice is responsible for verifying complaints, investigating disciplinary violations and initiating disciplinary proceedings against judges and prosecutors of all levels, members of the High Judicial Council, members of the High Prosecutorial Council and the Prosecutor General.
- The HIJ conducts thematic and institutional inspections in Courts and Prosecution Offices of all levels.

4.1. INSPECTION

The inspection at the HIJ Office is organized into two units:

- **The Unit of Inspectors**, composed of 20 inspectors, half of whom are magistrates and half are non-magistrates.
- **The Unit of Assistant Inspectors**, composed of 23 jurists with at least 10 years of experience.
- The High Inspector of Justice carries out institutional and thematic inspections in every aspect of the work of the courts, judicial administration, prosecution offices and prosecutorial administration, based on a motivated written request from the High Judicial Council, the High Prosecutorial Council, the Minister of Justice, the Prosecutor General and on the annual inspection plan.
- At the beginning of each calendar year, the High Inspector of Justice approves at the General Meeting of Inspectors the inspection plan for the prosecution offices and courts for the following year.

- Inspections are carried out as field visits or online communication, routine or based on a thematic inspection or ongoing verification/investigation.
- There are cases where reports prepared on the basis of an inspection may result in disciplinary proceedings.
- Inspection reports are published on the official website of the HIJ.

4.2. COMPLAINTS TO THE HIJ

In order to verify a complaint or investigation for a disciplinary violation against judges and prosecutors, the High Inspector of Justice acts on the basis of:

- A written complaint from any natural person, legal entity or public body.
- A written complaint from the Minister of Justice.
- A written complaint from the Prosecutor General.
- A written complaint from any member of the High Judicial Council or the High Prosecutorial Council.
- A written complaint from the head of the court where the judge suspected of a disciplinary violation exercises his/her function.
- A written complaint from the head of the Prosecution Office where the prosecutor suspected of a disciplinary violation exercises his/her function.
- The High Inspector of Justice investigates alleged violations also on his own initiative, based on public information or information provided within the framework of institutional and thematic inspections.

Complaints procedure

In order to facilitate the complaint process as much as possible, the Office of the High Inspector of Justice has prepared a simplified complaint form, which citizens or institutions can submit if they have allegations of disciplinary violations by judges and prosecutors.

On the official website *www.ild.al* there is a dedicated and visible section regarding this process, specifically:

- A complaint form to be completed online and sent directly to the HIJ, also via mobile phone or computer.
- A complaint form to be downloaded, completed and sent by email or by post to the HIJ.
- Detailed instructions on how to complete the complaint form, accompanied by a completed form model, for reference.
- The explanatory commentary on the procedure is accompanied by concrete examples of the decisions of the High Inspector of Justice for each of the criteria set out in the law, for the admissibility and initial examination of complaints and a visual map of the process.

File a Complaint

COMPLETE THE ONLINE COMPLAINT FORM	>
DOWNLOAD THE COMPLAINT FORM	>
GUIDE TO FILL THE COMPLAINT FORM	>
COMPLETED COMPLAINT MODEL	>
ACCEPTANCE OF THE COMPLAINT	>



REPUBLIKA E KOSOVËS
HIGH INSPEKTOR OF JUSTICE OFFICE
HIGH INSPEKTOR OF JUSTICE

COMPLAINT FORM

COMPLAINT CODE _____, DATE OF REGISTRATION ____/____/____

SECTION I PERSONAL DATA OF COMPLAINANT

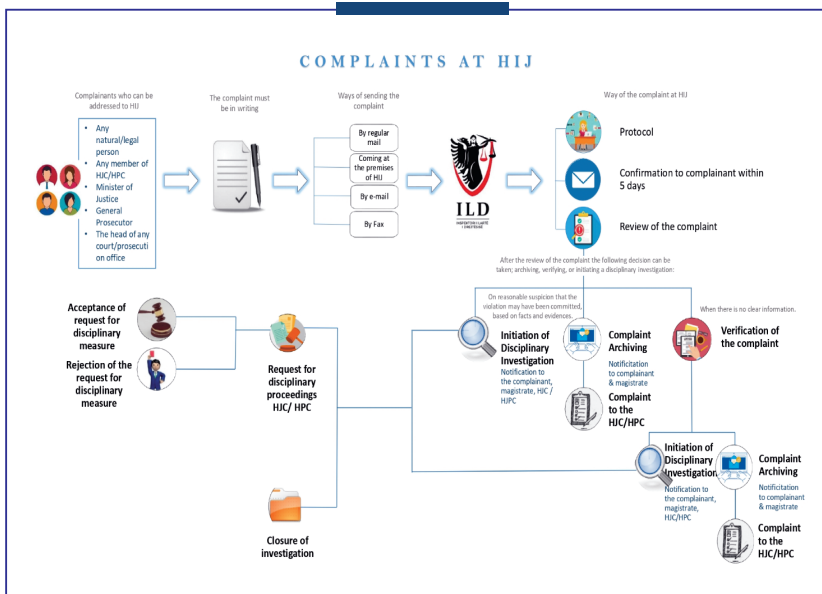
PHYSIC PERSON

Name Surname *		
Personal Number (ID)		
Citizenship	☐ Albanian ☐ Foreign _____	
Age	_____ Years	
Your permanent address: * (Note: The address must be correct)	_____	
Another address: (If it is different from your permanent address)	Village / City _____, District _____	
E-mail address (personal address)		
Contact number:	Telephone number	Mobile
The way of sending the complaint	☐ By e-mail address; ☐ By official post;	

Who conducts the process?

The initial review, verifications, turning of disciplinary investigations into actions, omissions or conduct during the exercise of their function or outside of it by magistrates can only be carried out by HIJ inspectors.

The inspector has the duty to identify and analyze the conduct and qualify the facts that, according to him/her, constitute a disciplinary violation and, in the event that reasonable doubt arises of the commission of a disciplinary violation, to propose a disciplinary measure at the relevant institution.



Survey on HIJ activity

I- ENGAGEMENT WITH THE HIGH INSPECTOR OF JUSTICE

II- GENERAL INFORMATION

1. Have you ever contacted the Office of the High Inspector of Justice? *

- ☐ Once
- ☐ More than once
- ☐ Never

2. Are you familiar with the role and competences of the High Inspector of Justice (HIJ)? *

- ☐ I am familiar with its competences
- ☐ I have general knowledge
- ☐ I have heard of it
- ☐ I am not familiar

3. If you are familiar with the High Inspector of Justice, what is your source of information? (You may choose more than one option) *

- ☐ Official website www.ild.al
- ☐ Media, social networks
- ☐ Public or non-public institutions
- ☐ Personal experience
- ☐ Other individuals
- ☐ Other (please specify)

4. Have you ever complained to the High Judicial Council or the High Prosecutorial Council about the HIJ's decision-making regarding your complaint?

- ☐ I have not filed a complaint
- ☐ I have filed a complaint

5. If you filed a complaint with HIJ, how would you evaluate the handling process?

- ☐ Timely
- ☐ Delayed
- ☐ Other (please specify)

6. How easy was it for you to complete and submit the complaint?

- ☐ Very easy
- ☐ Easy
- ☐ Difficult

4.2.1. Charter of citizens' rights

Institutional Preamble

The High Inspector of Justice (HIJ), as an independent constitutional body of the Republic of Albania, reaffirms its commitment to transparency, integrity and accountability in the justice system. This Charter of Rights aims to guarantee that any person who files a complaint with the HIJ is treated fairly, with respect and in accordance with the principles of the rule of law. Through this document, the institution expresses its will to strengthen citizens' trust and to consolidate judicial ethics as a fundamental pillar of democracy.

1 Right of access and submitting complaints

Every citizen has the right to submit a complaint with the High Inspector of Justice regarding the professional or ethical conduct of judges, prosecutors, members of the High Judicial Council, members of the High Prosecutorial Council and the Prosecutor General.

Complaints can be submitted in writing, in person, via email or via the electronic platform made available by HIJ.

The citizen has the right to receive clear instructions on the requirements and procedures for submitting a complaint.

The exercise of this right is based on the principle of transparent justice.

2 Right to information and transparency

The citizen has the right to receive confirmation of receipt of the complaint and to be informed of its registration number.

Specifically, the High Inspector of Justice confirms receipt of the complaint to the complainant within five days of its receipt. The High Inspector of Justice notifies the complainant of the decision to archive the complaint, to initiate an investigation, to add or change its subject matter, as well as to close the investigation, within five days of the relevant decision.

During the procedure, the right to be informed about the status of the case is guaranteed, except for the stages that are subject to confidentiality.

At the end of the process, the citizen is informed about the result and the measures taken.

3 Right to impartiality, independence and objectivity

Complaints are reviewed by inspectors, who act in complete independence and free from any external influence or pressure.

Decision-making is based on objective, uniform criteria and supported by verifiable evidence.

HIJ guarantees the absence of conflict of interest throughout the process of review, verification or disciplinary investigation.

4 Right to confidentiality and protection of personal data

All information related to a complaint is treated in accordance with the principle of confidentiality.

The citizen may request that his/her identity be kept confidential, when he/she deems it reasonable.

HIJ protects personal data in accordance with national legislation on the protection of personal data.

5 Right to efficiency and complaints review within a reasonable time

Complaints are reviewed within a legal period of three months from their receipt.

The HIJ sets indicative deadlines for each stage of the procedure, taking care to ensure that legal deadlines are respected.

Any delay must be justified and, where appropriate, notified to the citizen.

6 The right to institutional quality and decent treatment

The citizen is treated with respect, fairness and professionalism.

The HIJ ensures access for all persons, including them with disabilities or language barriers.

Mandatory legal representation is not required to request information or to submit a complaint.

7 The right to appeal

In accordance with the principle of due process, the citizen may appeal the HIJ's decision-making on archived complaints to the relevant Councils.

8 The right to accountability and continuous improvement

HIJ publishes annual reports on disciplinary activity and measures for improvement.

The quality of service is continuously assessed, also through a

special survey, which is available on the HIJ website, and best practices in serving citizens are promoted.

Requests for information are handled in accordance with the principle of the right to information, transparency and protection of personal data.

9 Institutional commitment

The High Inspector of Justice remains committed to a fair and transparent disciplinary system.

Judicial ethics and accountability are promoted.

The HIJ fosters public trust in justice and modernizes its processes through the use of digital tools.

10 Periodic publication

The High Inspector of Justice periodically publishes on its official website (<https://www.ild.al>) important information on the functioning of the institution, the general processing of complaints and facilitates public access in a simple and understandable way, by providing the relevant forms, a section with frequently asked questions, as well as by publishing the Annual Report for each year and the relevant legislation.

There are also two permanent publications on the official website of the institution: the first shows the progress in numbers regarding the processing of complaints every week and it is updated every Monday morning. The second one is a monthly publication on the activity of the institution, through a dedicated information newsletter.

Final Clause

This Charter of Rights derives from the provisions of the Constitution

of the Republic of Albania, Law No. 96/2016 “On the Status of Judges and Prosecutors”, Law No. 115/2016 “On the Governing Bodies of the Justice System”, the Regulation “On the Determination of Standards for the Review of Complaints by the High Inspectorate of Justice” and the “Internal Regulation on the Organization and Functioning of the HIJ”, as well as from the information published on the official website of the HIJ, regarding forms, reports, frequently asked questions and simplified information for citizens. Its purpose is to strengthen the relationship between citizens and the HIJ, consolidating the transparency, integrity and accountability of the justice system.

4.2.2 regulation of reception of citizens

In the Office of the High Inspector of Justice, there is a special team in the role of the unit responsible for complaints and public relations, and also for receiving citizens who wish to submit a complaint, obtain information on the progress of a complaint, submit additional documents or request further information. This unit, among other competences that it has, supervises the provision of assistance to citizens who may appear in person at the HIJ Office, via email or telephone, on how to submit a complaint with the HIJ; supervises the tracking of the progress of complaints through the system and informs the complainant about the stage at which the particular complaint is (through communication by email with the relevant inspector).

Rules during meetings with the public

During meetings with the public, any person in the capacity of the complainant, his/her relative or companion, as well as any person who requests information from the Office of the High Inspector of Justice, has the right to:

- state the purpose of presenting to the institution.
- request a physical copy of the complaint form and instructions for completing it.
- submit documentation, request or the completed complaint form.

be informed about the activities of the Office of the High Inspector of Justice and the procedures followed for reviewing complaints from the moment of registration until the final decision-making.

- request information on the stage and progress of the complaint filed.

The structure responsible for welcoming the public displays the rules of conduct and the rights of subjects in the institution on the premises of the Office of the High Inspector of Justice.

General rules of conduct within the premises of the Office of the High Inspector of Justice

Within the premises of the Office of the High Inspector of Justice, the public and any other subject are obliged to respect the following rules:

- To turn off and hand over the mobile phone, any electronic device and identification means, for temporary storage, in places specially created for this purpose.
- To submit to the security check rules at the entrance to the premises of the Office of the High Inspector of Justice, according to the requirements and any instructions given by the security officer.
- To remain seated in the premises designated by the information employee.

- To follow the instructions of the information officer, for escorting and moving within the premises of the Office of the High Inspector of Justice.
- To respect any communication of the structure responsible for receiving the public, before, during and after the assisting meeting.
- To have appropriate clothing for appearance and stay in the institution.
- Not to communicate for any reason and with any person other than the information employee, security officer, or employees of the unit responsible for receiving the public.
- Not to communicate loudly.

5. WORK PHILOSOPHY

■ Standards:

Increasing public trust in the justice system in Albania remains a challenge for every justice institution, including the High Inspector of Justice (HIJ). This is why setting standards and aligning them with international standards for disciplinary investigation and inspection is the main goal of the High Inspector of Justice. Disciplinary proceedings of magistrates are considered not simply “punishment” for them, but fair, impartial standards, which aim at the accountability and responsibility of the justice system, which should be seen and followed by all magistrates in the justice system. In the HIJ’s view, justice should not only be established, but should also be seen to be done.

As an independent constitutional body, the HIJ has the opportunity to establish new working standards consolidated by the practice of justice, as well as to develop human capacities according to the composition of different fields of expertise and the application of safe methods for the management of the institution.

Building capacities for investigation and disciplinary inspections through cooperation with international partners and agreements/memorandums of understanding/cooperation with international counterpart institutions and other national and international institutions.

As an institution of a country in the process of negotiating for EU membership, the High Inspector of Justice applies a very energetic approach and is always looking for good working

experiences from European colleagues and exchanges of best practices of inspection of justice and strengthening cooperation in the field of improving the administration of justice.

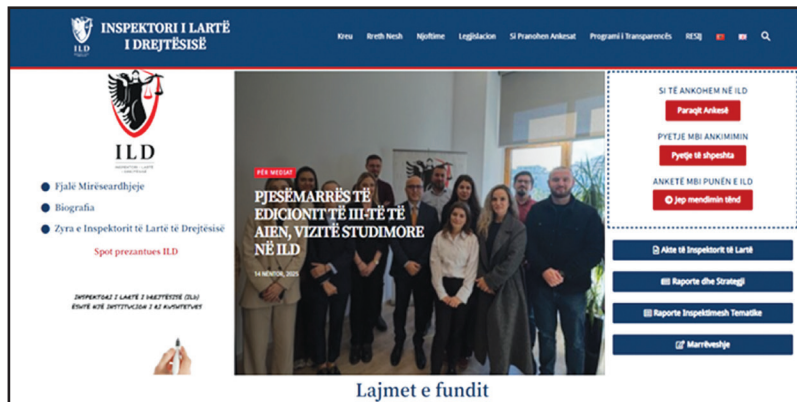
■ **Transparency:**

Despite the challenges encountered, related to infrastructure and lack of human resources, the HIJ has based its activity on public transparency. This is our pride. An efficient and well-designed website to provide maximum information regarding the complaints process and the activity of the office of the High Inspector of Justice. The reception of citizens, communication with audiovisual and written media and the timely responses of the coordinator for the right to information are systematic work dynamics in function of the transparency of the institution.

■ **Legal education:**

Legal education is a systematic work practice of the Office of the High Inspector of Justice. Getting to know the role and functions of the institution and explaining the work processes at the HIJ is part of the information meetings that are held with various social groups, from pupils and students to civil society organizations, etc. The reception of pupils, students, etc. at the institution is carried out in parallel with meetings outside the institution, to present the HIJ to various interest groups, even where they live, outside the capital. The High Inspector of Justice, magistrate and non-magistrate inspectors and heads and employees of various sectors in the HIJ, engage in such meetings where they discuss how the role of the institution is seen, experiences and expectations in relation to the behavior of magistrates in the system. This direct communication from all HIJ staff helps to increase transparency, but also the efficiency of the work of the institution and further in increasing and strengthening public trust in the justice system. Our official

website <https://ild.al/sq/kreu/> provides complete information about the work and functioning of the HIJ and is bilingual, in Albanian and English language.



6. INTERNATIONAL PROFILE



**RÉSEAU
EUROPÉEN
DES SERVICES
D'INSPECTION
DE LA JUSTICE**

Since 19 October 2023, the High Inspector of Justice is a member of the European Network of Justice Inspection Services (RESIJ), which consists of Belgium, Bulgaria, France,

Italy, Spain, Portugal and Romania. HIJ started its cooperation with RESIJ in December 2021, at the initiative of Romania and with the support of France, initially being admitted to this Network with the status of an observer country. Since December 2021, HIJ has been actively engaged in every RESIJ activity, both in the Member States and outside the Union.

RESIJ, the European Network of Justice Inspection Services, was created in Paris, in March 2017, as an initiative of France, in the presence of representatives of the European Union and the European Commission for the Efficiency of Justice of the Council of Europe (CEPEJ). The aim was to find ways in which national judicial inspection services could contribute more actively to the uniform development of the European judicial area established by the Treaty of Amsterdam to the Treaty of Rome. Under the Albanian model, RESIJ has also been opened to other non-EU countries that are advanced in the process of accession negotiations.

The High Inspector of Justice has also established contacts with counterparts at the bilateral level, starting from the region, Kosovo, North Macedonia and Montenegro, in Europe and beyond, Greece, France, Spain, Italy, Romania, Bulgaria, the Kingdom of the Netherlands, the United Kingdom, USA, etc.



Justice institutions from the region came together in Tirana on 25 and 26 September 2025 for the conference “Justice Inspection Services and Integration Challenges”, to exchange experiences, address challenges related to judicial integrity and discuss their role in the European Union integration process. The conference was organized as a cooperation between the Office of the High Inspector of Justice and the OSCE Presence in Tirana, as well as the OSCE Missions in Belgrade, Podgorica, Pristina, Sarajevo and Skopje. Over the two days of this conference, discussions focused on three major topics: the principles and functioning of inspection services, their role in protecting democratic standards and promoting integrity, and the contribution of these institutions in the context of the EU integration process.



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