

Special Commission on the Practical Operation of the 1965 Service, 1970 Evidence and 1980 Access to Justice Conventions

2-5 July 2024

9.30 a.m. – 6.00 p.m. (CEST)

DRAFT AGENDA

Three sessions per day. Morning break 15 minutes, lunch 1.5 hours, afternoon break 15 minutes.

Meeting from 9.30 a.m. to 6.00 p.m. each day, concluding no later than 1.00 p.m. on Friday 5 July 2024.

Lunch breaks will be from 1.00 p.m. to 2.30 p.m. Refreshment breaks will normally be from 11.00 a.m. to 11.15 a.m. and from 4.00 p.m. to 4.15 p.m.

Tuesday 2 July 2024

Session	Item
Session 1 9.30 a.m.	I. Opening <ol style="list-style-type: none">1. Remarks from Mr Paul Vlas, President of the Netherlands Standing Government Committee on Private International Law2. Election of the Chair of the Special Commission3. Welcome remarks from Dr Christophe Bernasconi, Secretary General of the HCCH4. Practical information, Ms Anna Koelewijn, Head of Administration5. Adoption of the Agenda6. Presentation of documentation
Session 2	II. Evaluation of the Evidence Convention <ol style="list-style-type: none">1. Status and operation of the Evidence Convention in general (including statistical information)2. Experts are invited to report on progress made towards accession and / or experiences of recent accession / has COVID-19 changed the operation of the Convention?<ol style="list-style-type: none">a. Acceptance of accessions
11.00 a.m.	Morning break

Session 3 11.15 a.m.	III. Practical Operation of the Evidence Convention	<ol style="list-style-type: none"> 1. Functions of Central Authorities and Communication <ol style="list-style-type: none"> a. Communication b. Exchanging experiences between Central Authorities c. Transmission of Letters of Request d. Administrative and Arbitral tribunals 2. Taking of evidence by Letter of Request (Chapter I) <ol style="list-style-type: none"> a. Model Form b. Electronic forms and signatures c. Content d. Language & translation e. Costs & reimbursement f. Types of judicial / extrajudicial acts g. Taking of evidence by bailiffs / notaries h. Participation of witnesses
1.00 p.m.	Lunch	
Session 3 cont. 2.30 p.m.	III. Practical Operation of the Evidence Convention (cont.)	<ol style="list-style-type: none"> 1. Taking of evidence by Letter of Request (Chapter I) (cont.) 2. Taking of evidence by Consuls and Commissioners (Chapter II) <ol style="list-style-type: none"> a. Model Forms b. Voluntary & remote depositions in light of Chapter II objections
4.00 p.m.	Afternoon break	
Session 3 cont. 4.15 p.m.	III. Practical Operation of the Evidence Convention (cont.)	<ol style="list-style-type: none"> 1. Video-link <ol style="list-style-type: none"> a. Direct and indirect taking of evidence b. Security
Ceremony – Spanish as an Official Language of the HCCH		
6.00 p.m.	Reception	

Wednesday 3 July 2024		
Session	Item	
Session 3 cont. 9.30 a.m.	III. Practical Operation of the Evidence Convention (cont.)	<ol style="list-style-type: none"> 1. Video-link (cont.)
11.00 a.m.	Morning break	
11.15 a.m.	Accession Ceremony (tbc)	
Session 4 11.45 a.m.	IV. Evaluation and Practical Operation of the Access to Justice Convention	<ol style="list-style-type: none"> 1. Status and operation of the Access to Justice Convention in general (including statistical information)

2. Experts are invited to report on progress made towards accession and / or experiences of recent accession / operation of the Convention during and as a result of COVID-19
 - a. Practical operation of the Convention
 - b. Expansion of Chapter II

1.00 p.m.

Lunch

Session 5
2.30 p.m.

V. Evaluation of the Service Convention

1. Status and operation of the Service Convention in general (including statistical information)
2. Experts are invited to report on progress made towards accession and / or experiences of recent accession / operation of the Convention during and as a result of COVID-19.

Session 6

VI. Practical Operation of the Service Convention

1. Functions of Central Authorities and Communication
 - a. Exchanging experiences between Central Authorities
 - b. Use of technology
 - c. Location of the person to be served
2. Operation of the main channel of transmission
 - a. Forwarding authorities
 - b. Costs & reimbursement
 - c. Translation
 - d. Grounds for refusal
 - e. Certificate

4.00 p.m.

Afternoon break

Session 6 cont.
4.15 p.m.

VI. Practical Operation of the Service Convention (cont.)

1. Transmission and / or service of documents under the alternative channels of transmission
 - a. Consular & diplomatic
2. Service under Article 10(a), including through electronic means
 - a. e-Service
3. Service under Article 10(b) and 10(c)

6.00 p.m.

CLOSE

Thursday 4 July 2024

Session	Item
Session 6 cont. 9.30 a.m.	VI. Practical Operation of the Service Convention (cont.) <ol style="list-style-type: none">1. Contracting out2. Service on States and State officials
11.00 a.m.	<i>Morning break</i>
Session 6 cont. 11.15 a.m.	VI. Practical Operation of the Service Convention (cont.) <ol style="list-style-type: none">1. Relationship between the Service and Evidence Conventions2. Protection of the defendant (Arts 15 & 16)
1.00 p.m.	<i>Lunch</i>
Session 7 2.30 p.m.	VII. Matters relevant to the Operation of the Service and Evidence Conventions <ol style="list-style-type: none">1. Time and delay2. Good practice3. Electronic transmission of requests4. "Civil or commercial matters"5. Relationship between Conventions and other treaties6. Standardisation of data and statistics
4.00 p.m.	<i>Afternoon break</i>
Session 8 4.15 p.m.	VIII. Evidence and Service Handbooks
Session 9	IX. Country Profiles
6.00 p.m.	CLOSE

Friday 5 July 2024

Session	Item
Session 10 9.30 a.m.	X. Other matters including timing of the next Special Commission meeting
Session 11	XI. Adoption of Conclusions & Recommendations
11.00 a.m.	<i>Morning break</i>
Session 11 cont. 11.15 a.m.	XI. Adoption of Conclusions & Recommendations (cont.) The meeting will conclude at 1.00 p.m.