

A DOCUMENT IS SUBMITTED

the document is registered by the Chancery and forwarded to the President of the Court

within 3 days

the President of the Court reviews the document submitted

within 1* month

if the submitted document is obviously incompatible with the requirements of the Law with regard to applications for the initiation of a case, the applicant receives a reply in accordance with the Law on Submissions

the document is registered as an application for the initiation of a case, and the President of the Court appoints the panel responsible for its examination

* this term may be extended by one month for complicated cases

DECISION to dismiss the case

within 3 days

a copy of the decision is sent to the applicant

DECISION on the initiation of a case

the President of the Court undertakes to prepare the case for adjudication or appoints another justice for the task

within 5** months

** this term may be extended by two months for preparing complicated cases

THE JUSTICE PREPARES THE CASE FOR ADJUDICATION

a written reply of the body (official) that issued the contested act stating the facts of the case and the legal reasoning

within the term specified by the Court, which may not be shorter than two months starting from the date of the initiation of the case

FINDING OF THE JUSTICE

on completion of the preparation of the case, which is submitted to the President of the Court along with the case

within 3 days

DECISION OF THE PRESIDENT

on passing the case on for hearing, the composition of the court and the time and place of the assignments sitting

ASSIGNMENTS SITTING

decides on the type of proceedings, the time and place of the court sitting, and other matters

15 days to 5 months

the participants of the case are notified of the type of proceedings and the time of hearing, the right to get acquainted with the case materials; are sent a copy of the decision

if the case is heard in a court sitting with the participation of the parties to the case, the participants in the case are notified of the time and place of the hearing no later than 15 days prior to the respective sitting; this information is also sent to the official journal for publication official journal *Latvijas Vēstnesis*

THE COURT SITTING

with the participation of the parties to the case or written procedure

within 30 days

THE JUDGMENT is PASSED or PRONOUNCED

a judgment or decision to terminate the proceedings

the judgment in a case heard in a court sitting with the participation of the parties to the case becomes effective at the moment of pronouncement; the judgment in a case considered in written procedure – on the day of publication

within 3 days

a copy of the judgment is issued or sent to the participants in the case and is sent to the official journal for publication

within 5 days

THE JUDGMENT OF THE COURT IS PUBLISHED

in the official journal *Latvijas Vēstnesis*

after 2 months

the dissenting opinion is published in the official journal *Latvijas Vēstnesis*