

ORGANIZATION - OPERATION AND DIRECTION OF THE
PROSECUTION DEPARTMENT

Divisions and Offices

The Prosecution Department of Athens, for the purpose of smoothly conducting its service and serving its operational needs, has established and operates the Divisions mentioned in the following article as well as the offices mentioned in articles 3 and 15 of this present.

The Divisions and Offices of the Prosecution Department are the following:

- 1) Administrative Division (dispatch of works that relate to the administration of the Prosecution Department),
- 2) Division of Protocol (protocol and correspondence works),
- 3) Division of Payroll and Financial Management (dispatch of works that pertain to the payroll of Prosecution Justices, court employees, bailiffs, guards and cleaning personnel),
- 4) Juvenile Division (instigation of criminal proceedings against juveniles (receipt, classification of penal complaints, custody, e.tc.)
- 5) Insurance Funds Division (This includes the entire stage of prelocutory proceedings of debtors to insurande agencies (IKA, TEBE e.tc.) which, cases, are adjudicated by the 5th One-Member Court of Misdemeanour of Athens).
- 6) Division of Prosecution Offices (Receipt of case files (investigating and prelocutory) from the Divisions of Criminal Prosecution and preparation thereof by the Director of the Prosecution dept. for their assignment to Employees of the Prosecution dept. (for processing e.tc.),

- 7) Division of Decrees (receipt of and putting forward applications for appearance of the litigants in person. Correction of Decrees e.tc.)
- 8) A' Division of Penal Prosecution – Penal Complaints and Information (Receipt, enumeration and registration to the Prosecutors of Internal Penal Prosecution of penal complaints and case files for arrestable offenses e.tc.)
- 9) B' Division of Penal Prosecution – Market Police Inspection (Receipt from the A' Division of Penal Prosecution of the penal complaints charged to the Prosecutors of external Penal Prosecution and distribution, after processing, of the relevant case files).
- 10) Division of Designation of the Three-member Dept. and Appeals (Introduction of mature and dilatory case files, referral cases and appeals against judgements released by the One-member dept., and fixing the dates of hearing of the same before the three-member magistrate courts e.tc.)
- 11) Division of Designation of the One-member Dept. (Introduction of mature and dilatory case files, referral cases and appeals against judgements released by the Court of Misdemeanours and fixing the dates of hearing of the same before the One-member magistrate courts, e.tc.).
- 12) Computerization Division (this division deals with the computerization of the services of the Prosecution Department
- 13) Division of Execution of Judgements and Decrees (The execution of judgements released by the Three-member and One-member Magistrate Court and warrants of provisional detention and arrest ,as well as execution of orders for restrictive measures),

- 14) Division of default judgements (Its competencies include the introduction of default judgement case files by the Three-member and One-member Court of Misdemeanour of Athens for further action).
- 15) Division of Criminal Record (Its competencies include the preparation, attestation, classification, destruction, replacement of criminal record certificates, issuance of certificates e.tc.)
- 16) A' Division of Court Bailiffs
- 17) B' Division of Court Bailiffs (service of all types of judicial documents and principally subpoenas and writs of summons, decrees, rejecting orders issued by the Prosecutor of the Appeal Court of Athens on objections against writs of summons or orders issued by the Prosecutor of the Magistrate Court of Athens e.tc.)