Implementation of the New Organisational Model (NUMO)

Support Unit – DGTDAJ

5 June 2025



GOBIERNO DE ESPAÑA
MINISTERIO DE LA PRESIDENCIA, JUSTICIA Y RELACIONES CON LAS CORTES
SECRETARÍA DE ESTADO DE JUSTICIA
SECRETARÍA GENERAL PARA LA INNOVACIÓN Y CALIDAD DEL SERVICIO PÚBLICO DE JUSTICIA
DIRECCIÓN GENERAL DE TRANSFORMACIÓN DIGITAL DE LA ADMINISTRACIÓN DE JUSTICIA
JUSTICIA 2030

USO OFICIAL TLP: GREEN

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Introduction to Organic Law 1/2025: New Organisational Model (NUMO)



COURTS OF FIRST INSTANCE

Collegiate organisation that allows specialisation and unifies competences improving access to Justice.

JUDICIAL OFFICES

The current judicial secretariats are transformed into common services that centralise and speed up judicial proceedings through common services.



JJUSTICE OFFICE IN THE MUNICIPALITY

They replace the Justice of the Peace Courts to bring judicial services closer to rural areas and integrate digital technologies for remote assistance and modern procedures.

CURRENTLY

431 JUDICIAL DISTRICTS WITH → **3,838 SINGLE-JUDGE COURTS**

THE TRANSFORMATION

431 JUDICIAL DISTRICTS WITH → **431 COURTS OF FIRST INSTANCE** WITH → **431 JUDICIAL OFFICES**

7,700 JUSTICE OF THE PEACE COURTS → **7,700 Justice Offices in the Municipalities**

Single-judge courts disappear and SECTIONS AND POSITIONS are created

The Dean's Office is removed and the Presidency of the Court is created

Investigating Court No. 4 of Badajoz	**Investigating Section of the Court of First Instance of Badajoz. Position No. 4**
Juvenile Court No. 1 of Badajoz	**Juvenile Section of the Court of First Instance of Badajoz. Position No. 1**
Commercial Court No. 1 of Badajoz	**Commercial Section of the Court of First Instance of Badajoz. Position No. 1**
Criminal Court No. 1 of Badajoz	**Criminal Section of the Court of First Instance of Badajoz. Position No. 1**

Introduction to Organic Law 1/2025: JOM



JOM

- ✓ The Secretariats of the Justice of the Peace Courts are **replaced** by the JOOs.
- ✓ The role of the **Justices of the Peace** is **maintained**.
- ✓ Existing human and material resources are **preserved**.
- ✓ **Traditional services** of the Justice of the Peace Courts **will continue** to be provided.

Incorporation of new services depending on the resources available:

Connection with the Courts. Participation in procedural actions via videoconference

Obtaining justice certificates. Certificate of criminal records, of sexual offence history, of last wills...

Collaboration with dispute resolution units and public administrations. Services derived from agreements between Public Administrations.

Complementary Justice Services. Management of applications for legal aid, Victim Support Office, etc.

Introduction to Organic Law 1/2025: Phases

The **establishment of the Courts of First Instance** will be carried out **gradually** according to the following order:

1. **On 1 July 2025,** , the Courts of First Instance and Investigation and the Courts for Violence Against Women, in those judicial districts where no other types of courts exist, will be transformed, respectively, into Single Civil and Investigating Sections and Sections for Violence Against Women.



PHASE 1: 79 Judicial Offices involved.

2. **On 1 October 2025**, the Courts of First Instance, the Investigating Courts and the Courts on Violence against Women, in judicial districts where no other types of Courts exist, will be transformed, respectively, into Civil Sections, Investigating Sections and Sections on Violence against Women.



PHASE 2: 2 Judicial Offices involved.

3. **On 31 December 2025**, the remaining Courts, not included in the previous cases, will be transformed into the respective Sections in accordance with the provisions of this law.



PHASE 3: 32 Judicial Offices involved.

- ***SIMULTANEOUS constitution of JO and JOM with the Court of First Instance in each judicial district.***

- NOTE: At the DGTDAJ, priority has been given to ensuring that all the JOMs in the MJU territory (374 Justice Offices in the Municipality) can begin on 1 July, but their legal constitution, and official commencement of operations, occurs when the court of first instance in their judicial district does so.

Excel by deployment phases: *NUMO - 00 Global - Oficinas judiciales (MJU) vs fase despliegue v1.13 2025-02-18 a01.xlsx*

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02 Implementation of NUMO: Adaptation of the SGP ATENEA to NUMO

PREMISES

- For existing bodies/positions, there is no change in coding.
- The renumbering of judicial proceedings is postponed.
- Creation of new types of sections, which will have their own coding. *Transfer required*.

To that end…

- **Changes** are made to the **procedural management** system.
- The common structure of bodies, units, sections and courts changes surgically, with limited additions of new units.
- The objective is to facilitate the gradual adoption of NUMO.

OBJETIVES



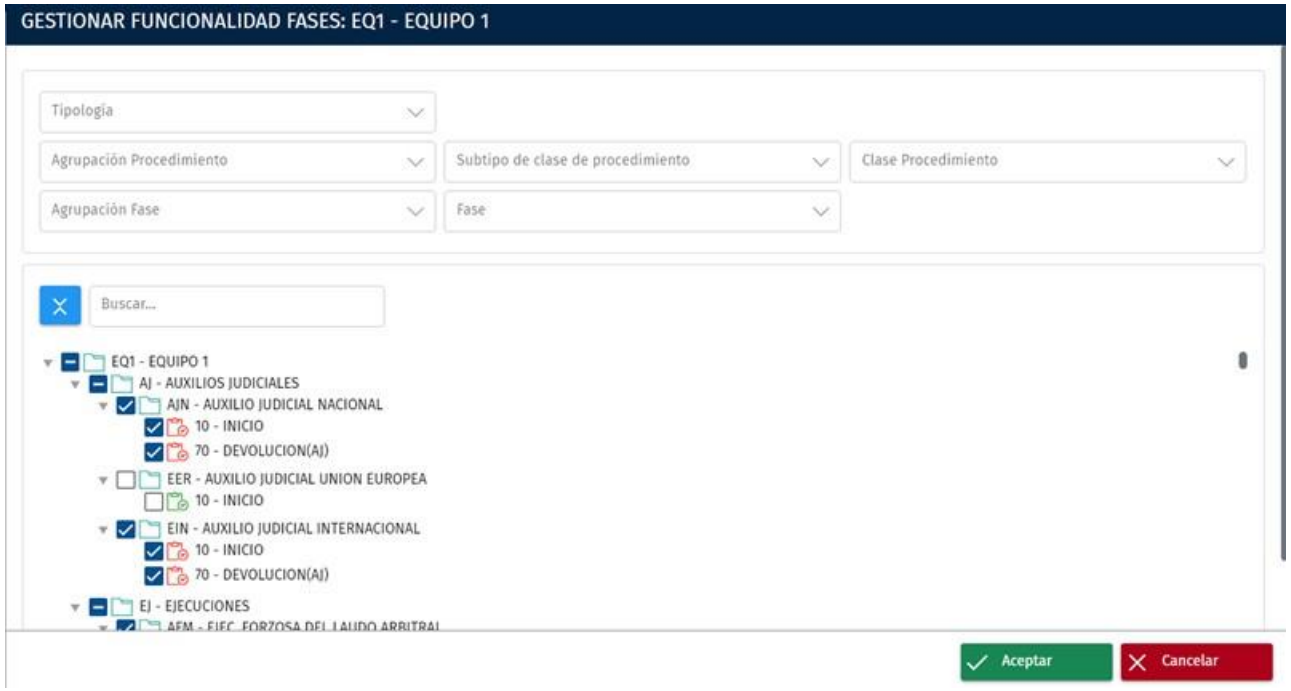
- Assignment of tasks by type of work.
- Ease of comparison of workloads and effective times.
- Capacity for staff rotation between courts, either for transfers or for support.

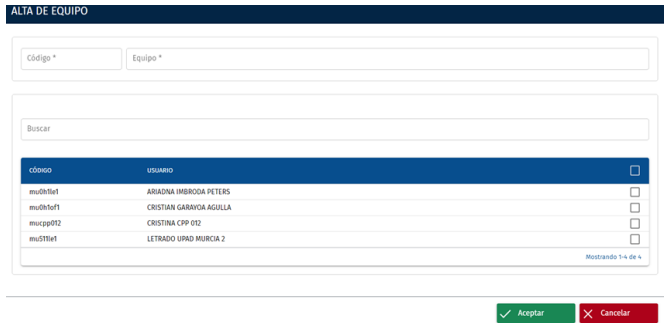
To that end…

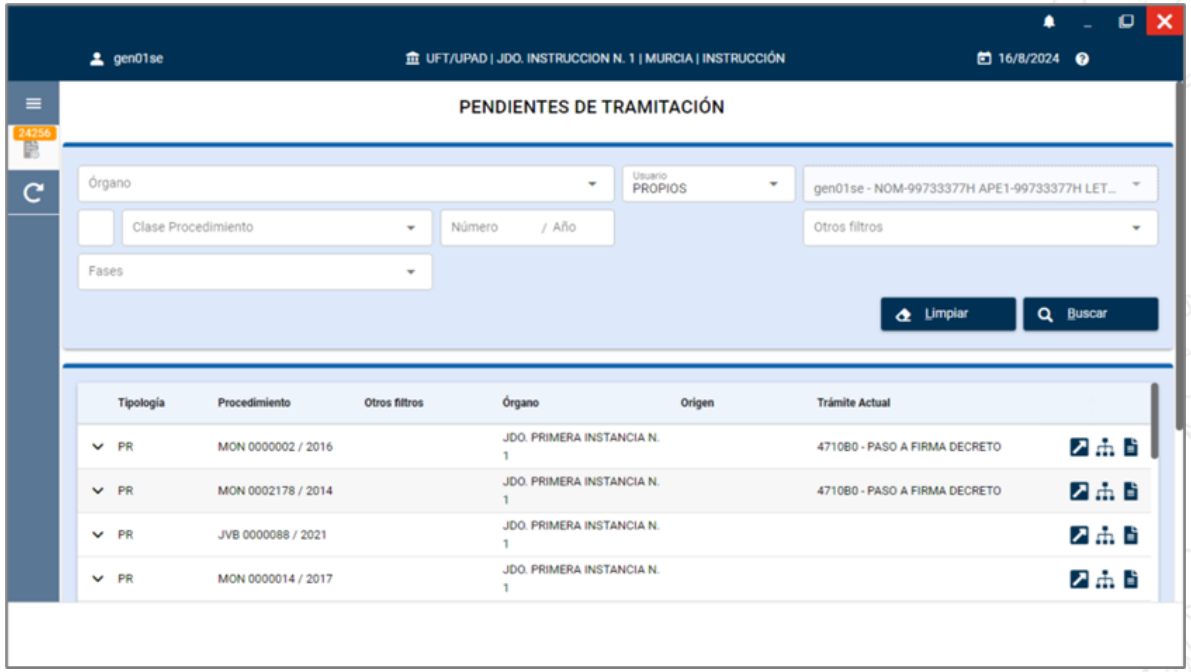
- **Permissions are enabled** so that users can access all positions within the **section**.
- **Work is managed in Atenea** through teams defined according to phases, classes, typologies or specific procedures.
- **Civil servants** have an **inbox of pending tasks** assigned to their group or personally, **facilitating work management**.
- The **assignment of people** to teams is made easier.
- **New types of bodies** are incorporated for the Sections of Family, Childhood, Capacity, and Violence against Children and Adolescents.

02 **Implementation of NUMO:** Adaptation of the SGP ATENEA to NUMO

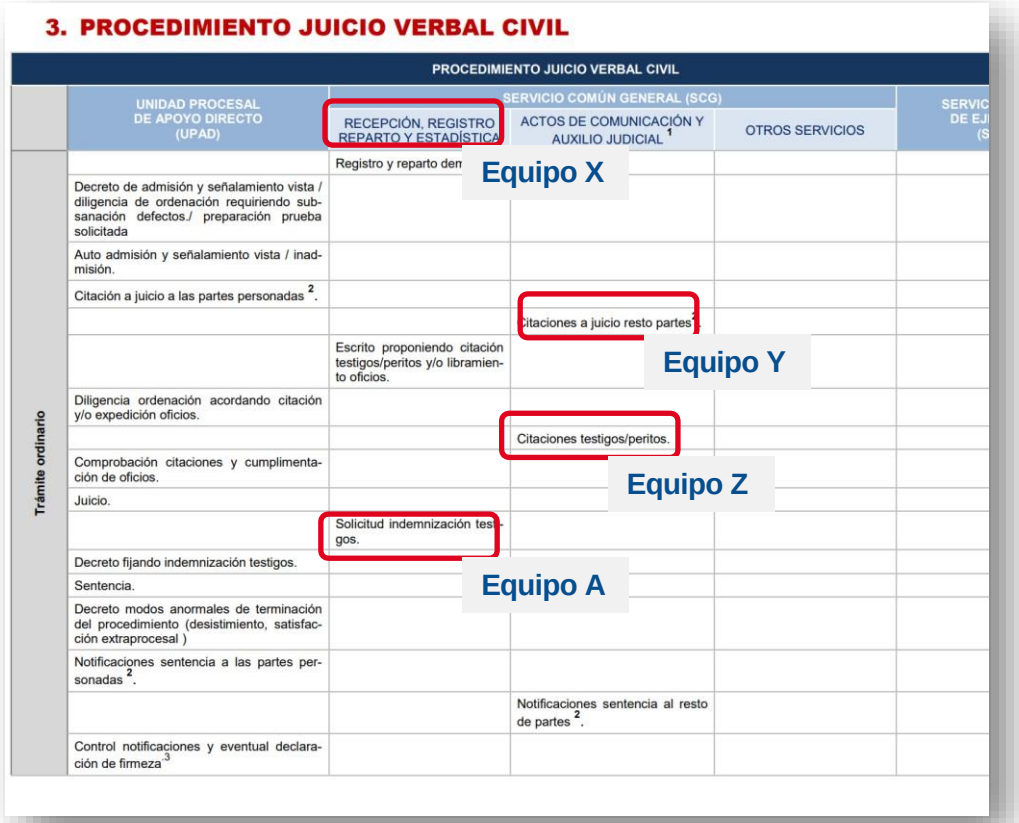
Inbox of pending tasks and team assignment







Implementation of NUMO: Adaptation of the SGP ATENEA to NUMO



3. PROCEDIMIENTO JUICIO VERBAL CIVIL

PROCEDIMIENTO JUICIO VERBAL CIVIL					
	UNIDAD PROCESAL DE APOYO DIRECTO (UPAD)	SERVICIO COMÚN GENERAL (SCG)			SERVIC DE EJ (S
		RECEPCIÓN, REGISTRO REPARTO Y ESTADÍSTICA	ACTOS DE COMUNICACIÓN Y AUXILIO JUDICIAL [1]	OTROS SERVICIOS	
Trámite ordinario		Registro y reparto den			
	Decreto de admisión y señalamiento vista / diligencia de ordenación requiriendo sub-sanación defectos./ preparación prueba solicitada				
	Auto admisión y señalamiento vista / inad-misión.				
	Citación a juicio a las partes personadas [2].				
			Citaciones a juicio resto partes [2].		
		Escrito proponiendo citación testigos/peritos y/o libramien-to oficios.			
	Diligencia ordenación acordando citación y/o expedición oficios.				
			Citaciones testigos/peritos.		
	Comprobación citaciones y cumplimenta-ción de oficios.				
	Juicio.				
		Solicitud indemnización tes-gos.			
	Decreto fijando indemnización testigos.				
	Sentencia.				
	Decreto modos anormales de terminación del procedimiento (desistimiento, satisfac-ción extraprocesal)				
	Notificaciones sentencia a las partes per-sonadas [2].				
			Notificaciones sentencia al resto de partes [2].		
	Control notificaciones y eventual declara-ción de firmeza [3]				

Equipo X

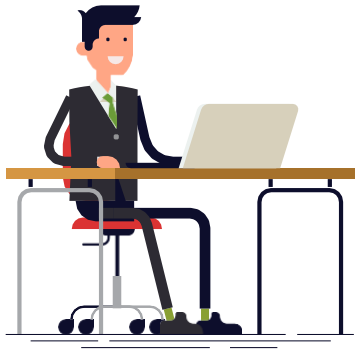
Equipo Y

Equipo Z

Equipo A

OBJETIVES

- Automatic assignment of tasks by specific function
- Reduction of manual assignments, decrease in errors
- Working on the common functions of the schemes



STAFFING TECHNOLOGICAL EQUIPMENT JOM

General technological equipment.

- Digital workstation provided both for **AJU staff** and for **suitable personnel according to the agreements signed with each Town Council and the typology of JOM**.
- In addition, a multifunction device for printing and scanning will be provided for the **management of certifications and the digitisation** of documentation.
- In general, they will be **equipped to allow videoconferencing** for non-face-to-face proceedings. In the main offices, a high-end videoconferencing system will be provided.
- It should be noted that the equipment may vary, as f**our types of offices are distinguished** according to the JOM reference model.

Implementation of NUMO: JOM - Staffing



# Con videoconferencia avanzada	# Con puesto de atención digital remota	# Con dotación de medios
280 — % sobre el total 74,87 %	666 — % sobre el total 89,76 %	3.194 — % sobre el total 89,77 %

HIJ

The objective is to **eliminate the sending of paper documents (requests) between the courts and the Justice Offices in the Municipalities (JOM).** The Judicial Interoperability Hub is already prepared, allowing judicial bodies to manage the requests digitally as the JOMs are incorporated. This exchange is carried out with all the necessary guarantees of integrity and security.



For the **autonomous communities not prepared** for direct integration with their Procedural Management System, **a web application has been developed for the submission of judicial files**, which is connected to the central node of the Justice Interoperability Hub for the submission of files throughout the national territory.



In Figures

- In **Extremadura, 3,120 exchanges.**
- In **Murcia, 18 exchanges.**
- In **Balearic Islands, 25exchanges** within the judicial district of Ibiza (including the JOM of Formentera).
- In **Castile and León, 4 exchanges.**

A27. HIJ - Hub Interoperabilidad de Justicia | Hoja - Qlik Sense

Implementation of NUMO: JOM - Tools

EJE Query

From the JOMs citizens can be informed about the status of their Electronic Judicial File:

HORUS

- Only the Justice Offices in the Municipalities (JOM) with Administration of Justice (AJU) staff will have read-only access to the Electronic Judicial File to inform citizens.
- The JOMs with suitable personnel will guide citizens so that they can access, by authenticating with Cl@ve, the consultation of their Electronic Judicial File through Justice Folder.

Now available in:



CASTILE AND LEÓN

CASTILE-LA MANCHA

BALEARIC ISLANDS

EXTREMADURA

MURCIA

- **Accessibility:** They facilitate access to judicial services without the need to travel to other localities, especially useful in rural areas or those at risk of depopulation.
- **Efficiency:** They improve the efficiency of the judicial system by centralising services and using technical and telematic means, allowing for telematic trials.
- **Proximity:** They offer a closer and more personalised service to citizens, including the processing of judicial proceedings and access to the Civil Registry.
- **Digital Intermediation:** They assist people who have difficulties adapting to digitalisation, especially the elderly, by facilitating access to electronic services.
- **Territorial Cohesion:** They ensure that all municipalities, regardless of their size, have access to quality judicial services.

Videoconference

The Ministry is providing the Justice Offices in the Municipality with the **technological equipment for conducting videoconferences**.

✓ **Eliminating travel with the resulting savings in time and costs, contributing to the efficiency of justice, the reduction of CO_2 emissions, and enabling remote work.**

Among the videoconferencing systems are:

Cisco Meeting Server

Cisco Meeting Service

eVid

recognised for carrying out telematic procedural actions within the scope of competence of the Ministry regarding material and human resources.



Thanks to these systems, procedural actions can be carried out by videoconference such as:

✓ Statements in hearings and trials by professionals, parties, witnesses, and experts in the different jurisdictional orders.

✓ Carrying out other types of actions such as: holding conciliation acts, ratification of separations, divorces, custody/guardianship, modification of measures by mutual agreement, etc.

Certificates



Through the **Electronic Headquarters** of the Ministry of the Presidency, Justice and Relations with the Courts, citizens can obtain the Certificate of Criminal Records, Sexual Offences, and Last Wills, provided that online issuance is possible. Identification is required using one of the methods provided in CL@VE.

Criminal Record Certificate

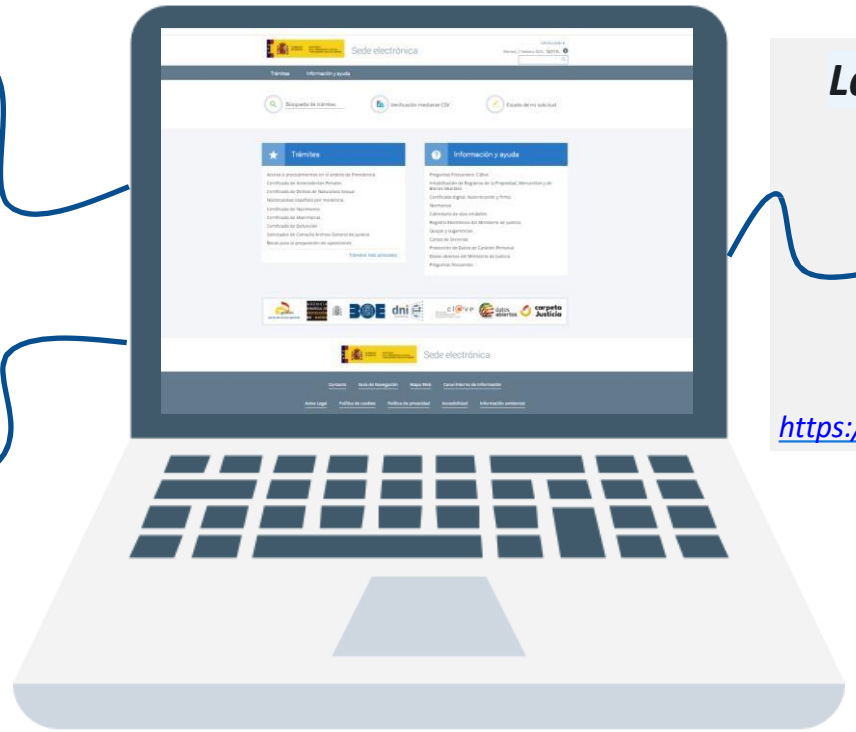


https://sede.mjusticia.gob.es/es/tramites/certificado-antecedentes

Sex Offence Record Certificate



https://sede.mjusticia.gob.es/es/tramites/certificado-registro-central

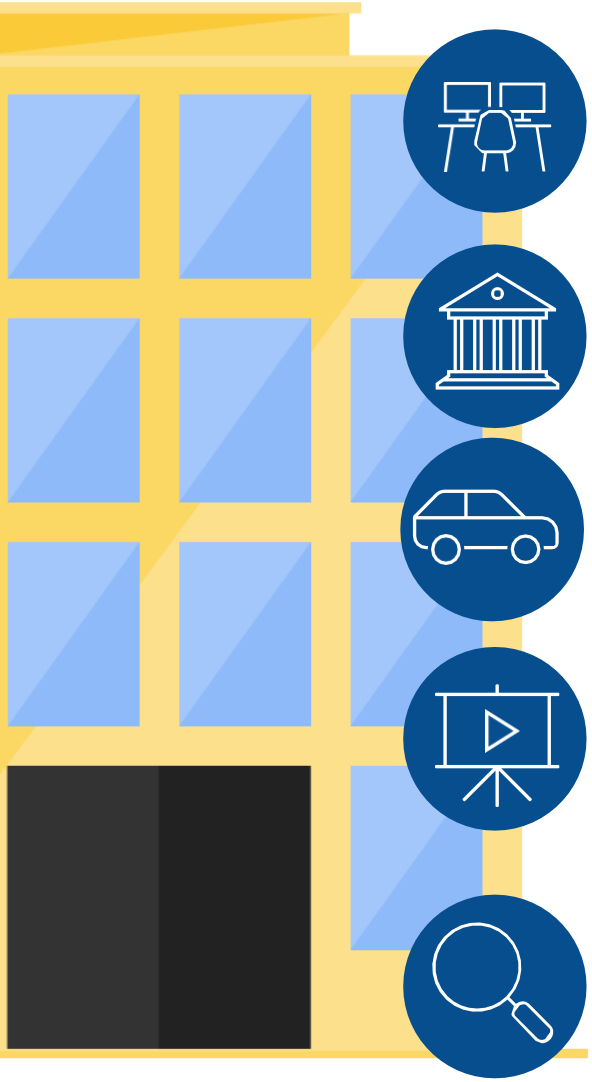


Last Will Certificate



https://sede.mjusticia.gob.es/es/tramites/certificado-actos-ultima

Cl@ve Registration Offices



Register the OJM as Cl@ve **Registration Offices (AEAT)** so that the OJM can assist citizens with procedures that require the use of Cl@ve.

In anticipation that there may be citizens who do not have Cl@ve, they become **Cl@ve Registration Offices**. This will make it easier to register citizens and help them use Cl@ve to access Carpeta Justicia, where they will be able to consult the Electronic Judicial File (EJE) and request and download certificates.

Avoid travelling to the Territorial Management Offices



https://www.youtube.com/watch?v=WQu-JYUBF0k

In-person office search engine

https://administracion.gob.es/pagFront/atencionCiudadana/oficinasEGEO/encuentraOficina.htm

ATENEA

Available in Atenea 1.8. The SGP has been adapted so that processing can be carried out from these OJM, including the processing schemes and templates defined for their functions.

Atenea

The OJM have the capacity to process, notify and communicate with Judicial Bodies and Public Administrations from Atenea.

Objetive

Work with the staff of the Judicial Bodies and OJM to verify the correct functioning and improve the solution offered.

Types of processing related to OJM: National Judicial Assistance, Videoconference, European Union Judicial Assistance, OJM Procedure, International Judicial Assistance, Request for Cooperation, Verbal Trial by Amount, Civil Conciliation File, Judicial Title Enforcement Procedure



JOM Portal

The OJM portal is available to all Justice Offices in Municipalities (OJM) within the territorial scope of the Ministry. This portal facilitates the provision of services by OJM staff, consolidating them on a specific platform: https://ojm.justicia.es/

✓ **Personalised access gateway, allowing the OJM to obtain information on legal aid, mediation, justice certificates and Civil Registry, secure videoconferences, and other services of the Public Justice Service.**



More than 196 thousand users benefit from the services of the Justice Offices in the Municipality. Only in the first 4 pilot projects launched: **1,517** connections with the courts, **4,848** Civil Registry actions, **303** Justice Certificates and **501** complementary Justice services.

****Data from December 2024***



Implementation and next steps

- Currently available in the pilots and will be extended to all OJM within the Ministry's scope in 2025.

Civil Registry

From a fact-centred model to a people-centred one. Simplification of procedures and streamlining of processes.

✓ **Elimination of travel**
✓ **Reduction of waiting times**

dicireg

Promoting the **interoperability of DICIREG** with hospitals, notaries and judicial bodies. Currently, **17 Autonomous Communities, Ceuta and Melilla** use it, and implementation continues in different Civil Registries.

77 judicial districts of the Valencian Community, Balearic Islands, Castile and León, Castile-La Mancha, Catalonia, Ceuta, Extremadura, Galicia, Community of Madrid, Melilla, Region of Murcia, Navarre and the Basque Country.

Coverage of 37% *of the Spanish population (based on the 77 judicial districts).*

Deployment will be completed in the **third quarter of 2025** and affects more than **8,000 offices grouped into 431 judicial districts**.

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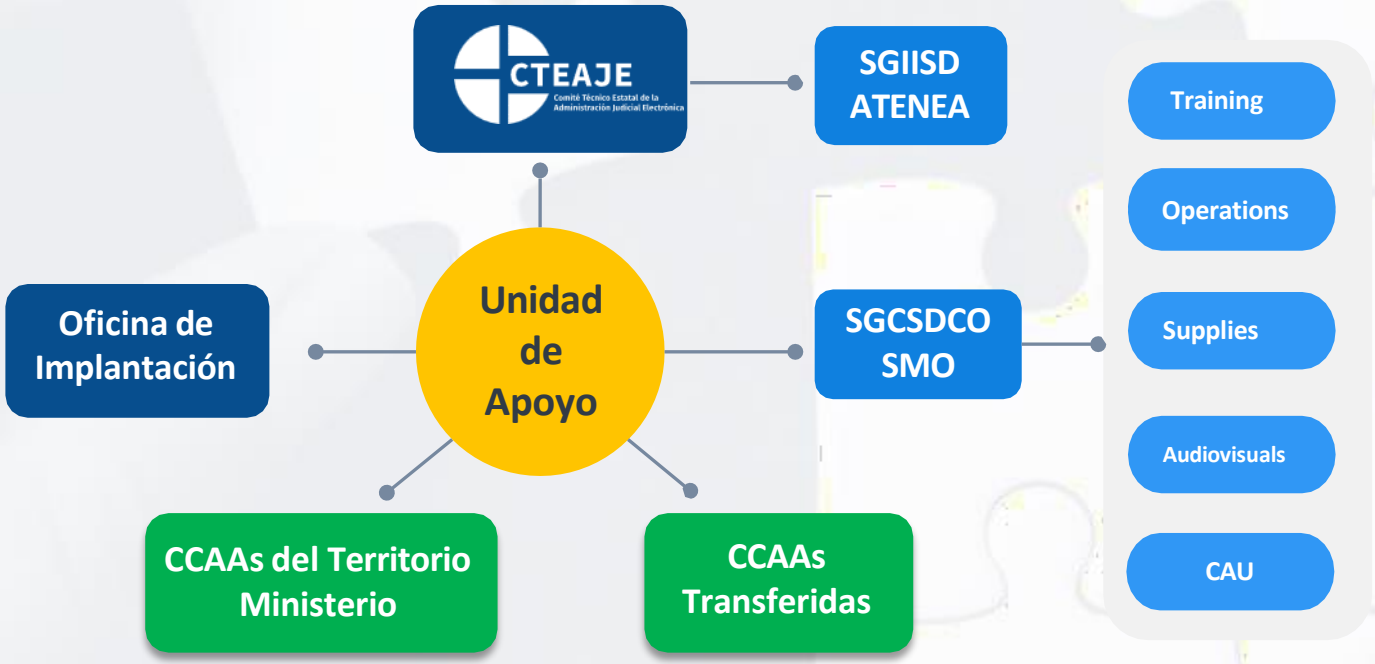
03 Coordination of the Implementation: DGTDAJ

The implementation of the **New Organisational Model (NUMO)** requires **comprehensive coordination** by the **Directorate-General for Digital Transformation of Justice**, highlighting the high level of collaboration and synchronisation between multiple teams, both internal and external to the Directorate-General and the Autonomous Communities, both within the Ministry's territory and the devolved ones.

This process **involves a broad set of units and key actors, reflecting the complexity and cross-cutting nature of the model.**

- ✓ Support Unit (UdA)
- ✓ SMO
- ✓ Atenea
- ✓ EVID
- ✓ Horus
- ✓ HIJWEB
- ✓ InfoOJM
- ✓ Training
- ✓ Supplies
- ✓ Operations
- ✓ CAU
- ✓ Audiovisuals
- ✓ Departmental Digital Services Division
- ✓ TAI Corps in the Autonomous Communities within the Ministry's Territory
- ✓ Implementation Office
- ✓ CTEAJE
- ✓ Ainoa
- ✓ Devolved Autonomous Communities
- ✓ Other technical and functional support agents
- ✓ Autonomous Communities within the Ministry's Territory



*This extensive **network of collaboration and coordination** ensures a robust implementation, aligned with the **strategic objectives of modernisation and efficiency of the public justice service**.*

Coordination of the Implementation: UdA Documentation

Weekly progress reports of NUMO addressed to the SEJ Steering Committee.

NUMO 2025 **UdA Documentation:** *Espacio Confluence UdA NUMO 2025*, *Sharepoint de la UdA - Implantación LO Eficiencia SPJ* *(presentations, pilots, implementation areas, etc.)*

Monitoring reports and meetings *with the different Autonomous Communities within the Ministry's Territory: Training, registration in technological tools, constitution of Courts of First Instance…*

Daily internal updates (DGTDAJ) on relevant topics and the status of the pilot:
UdA Seguimiento Interno NUMO (DGTDAJ)

Seguimiento Pilotajes

Creado por Lucia Moreno Lopez, modificado por última vez en 28/may/25

- Información a destacar
- Resumen global del pilotaje en OJMs
- Resumen global del pilotaje en Tribunal de Instancia
- Resumen de pilotajes de Atenea Tribunal de Instancia
- Enlaces relevantes
- Estado de la implantación tecnológica de NUMO en Cáceres, Extremadura
- Estado de la implantación tecnológica de NUMO en Badajoz, Extremadura
- Estado de la implantación tecnológica de NUMO en Murcia
  - Piloto en Tribunal de Instancia de San Javier (con OJM San Pedro del Pinatar)
  - Piloto en Tribunal de Instancia de Lorca (con OJM Águilas)
  - Piloto en el resto de OJMs en Murcia
- Estado de la implantación tecnológica de NUMO en Castilla La Mancha
  - Piloto de Daimiel con OJM Villarubia de los Ojos
  - Piloto de Ciudad Real
- Estado de la implantación tecnológica de NUMO en Castilla Y León (Astorga con OJMs Benavides, Encinedo, Luyego, San Justo de la Vega y Villarejo de Órbigo)
- Estado de la implantación tecnológica de NUMO en Baleares

Coordination of the Implementation: Involvement of the UdA in NUMO

Meetings with the devolved Autonomous Communities to establish collaboration agreements and present the services offered in the Ministry's Territory.

Presentations on NUMO Technological Implementation (Sectoral Working Group, Government Secretaries Conference, Coordinating Secretaries Conference, among others).

Coordination with CTEAJE and the Implementation Office.

Relevant NUMO Documentation

UdA	Informes semanales de avances NUMO dirigido al Comité de Dirección del SEJ	1. Informes Comité de Dirección del SEJ
UdA	Global NUMO implementation tracking Excel	20250224_Avance digital NUMO y RD-Ley 6-2023_V5.xlsx
UdA	Judicial Offices Excel (MJU) vs deployment phase	Calendarios de Implantación
SMO/Training	Phase 1 training calendar	Planificación de Formación
SMO	OJM dashboard IT dashboard	Cuadro de mandos OJM Cuadro de mandos TI
OTPI	NUMO implementation tracking	OTPI Seguimiento NUMO
OTPI	Technical implications of NUMO	Implicaciones Técnicas - Espacio Colaborativo DGTDAJ - Confluence
Justice Interoperability Hub	NUMO implementation tracking	HIJWEB Seguimiento Implantación NUMO
EVID	NUMO implementation tracking	EVID Seguimiento Implantación NUMO
JOM Portal	JOM Portal	Portal OJM

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04 Ongoing Pilots

Murcia/Murcia

- ✓ Training and registration in **technological tools ongoing throughout the territory (OJ and OJMs).**
- ✓ **Pilot testing of Atenea underway at the Court of First Instance of San Javier.**

Castile-La-Mancha

- ✓ Training and registrations in the **technological tools currently underway across the entire territory. (OJ and OJMs).**
- ✓ **On 13 May,** the piloting of Atenea began at the **Court of First Instance in Daimiel.**

Balearic Islands (Ibiza-Formentera)

- ✓ Training and registrations in the **technological tools currently underway across the entire territory. (OJ and OJMs).**
- ✓ **Upcoming meeting to launch the pilot of Phase II.**

Extremadura:

- ✓ Once training and registration in the technological tools has been completed throughout the territory (OJ and OJMs)
- ✓ As of today, **3,120** transmissions have been carried out through the **Judicial Interoperability Hub**.
- ✓ **The pilot implementation of Atenea is currently underway at the Court of First Instance in Trujillo and Navalmoral de la Mata.**

Castile and León

- ✓ Training and registration in the technological tools ongoing throughout the territory (OJ and OJMs).
- ✓ **The pilot implementation of Atenea is currently underway at the Court of First Instance in Astorga.**

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FASE 1 / TIPO 1

Partidos judiciales con Juzgados de 1ª Instancia e Instrucción y Juzgados de VSM.

Secciones del Tribunal de Instancia:

- Sección Única
- Sección VSM

Scope of PHASE 1:

- **74** Courts of First Instance with only Common Processing Service (SCT)
- **5** Courts of First Instance with SCG, SCEJ, SCT

IDENTIFICACIÓN DE LA OFICINA JUDICIAL					Modelo de OJ propuesto (RPT OJ 18-02-2025)
Nº		Oficina Judicial	Provincia	Comunidad/Ciudad Autónoma	Unidades
		5			
1	67	Illescas	Toledo	Castilla-La Mancha	= SCG + SCEJ + SCT
2	73	Torrijos	Toledo	Castilla-La Mancha	= SCG + SCT sin equipo EJ
3	108	Molina de Segura	Murcia	Región de Murcia	= SCG + SCEJ + SCT
4	111	San Javier	Murcia	Región de Murcia	= SCG + SCT con equipo EJ
5	112	Totana	Murcia	Región de Murcia	= SCG + SCT sin equipo EJ

- **374** Justice Offices in the Municipality

Preparatory Work – Phase 1 (1 July): Training JOM and JO

PHASE 1:

OFICINA DE JUSTICIA
en el Municipio

- ✓ HIJ Web
- ✓ Videoconferencias
- ✓ Portal OJM
- ✓ Visor HORUS
- ✓ EVID
- ✓ Atenea OJM



En los órganos judiciales:

- ✓ HIJ Web
- ✓ EVID
- ✓ Gestión de equipos en Atenea
- ✓ Refuerzo en comunicaciones electrónicas

# Formación planificada	# Formación impartida
80 — % sobre el total 21,39 %	294 — % sobre el total 78,61 %

# Formación planificada	# Formación impartida
24 — % sobre el total 21,43 %	56 — % sobre el total 50,00 %

PHASE 1:

- *Protocolo InterCAU*



PHASE 1:

- In view of the change in the organisational model in the Courts of First Instance, **all users will be relocated to the Common Processing Service** of the judicial district.

  - ✓ This change will take place between **16 and 19 June** in all Courts of First Instance for the purposes of PHASE 1, with the exception of those awaiting the resolution of the alignment scheduled for 11 June (Totana, Torrijos, Illescas, Molina de Segura).
  - ✓ Once this change has been made, it is expected that office managers will assign the teams according to their own judgement and the established protocols.

PHASE 1:

- OTPI – Technical Implications

- The change of nomenclature corresponding to the judicial bodies of the judicial districts included in this PHASE I will take place on the afternoon **of 30 June.**

- The adaptations, once the change in procedure numbering has been ruled out, are in most cases minor. The systems that will undergo the most significant adaptations are the **procedural management system ATENEA** (these adaptations will not be included in MINERVA), where all the necessary functionalities are being incorporated to reflect the updates of NUMO, as well as the personnel and payroll management system, **AINO@**, where the modified RPTs agreed upon within the framework of the NUMO implementation have been incorporated.

- For the rest of the systems, as mentioned, the identified modifications are minor and the vast majority are related to the need to adapt the nomenclature of the new functional units created from the establishment of the Courts of First Instance, in accordance with the Technical Standard of CTEAJE. The impact of **adapting to these nomenclatures will be even smaller in those systems connected to the Common Data Scheme (ECD).**

PHASE 1:

Proposal from the Ministry's territory for the registrations of the Common Services and Justice Offices in the Municipality of Phase 1 in the technical regulations of the CTEAJE.

Court of Preliminary Investigation No. 4 of Badajoz	**Preliminary Investigation Section of the Court of First Instance of Badajoz, Post No. 4**
Juvenile Court No. 1 of Badajoz	**Juvenile Section of the Court of First Instance of Badajoz, Post No. 1**
Commercial Court No. 1 of Badajoz	**Commercial Section of the Court of First Instance of Badajoz, Post No. 1**
Criminal Court No. 1 of Badajoz	**Criminal Section of the Court of First Instance of Badajoz, Post No. 1**

Preparatory Work – Phase 1 (1 July): Summary of Tasks

PHASE 1:



- *UdA - Tasks of Phase 1 of NUMO*

Some examples

Area	Task
SGCSDCO	• Provisioning of the OJMs
SGCSDCO	• Technological training and registrations in the technological tools of all Courts of First Instance (TIs) and Justice Offices in the Municipality (OJMs) under the Ministry's territory
SGCSDCO	• InterCAU Protocol
UdA	• Registrations as a registration office in Cl@ve (OJMs)
UdA	• JOM Portal
SGIISD	• Atenea TI and JOM
SGIISD	• InfoJOM
SGIISD	• Aino@
Oficina de Implantación	• Registrations in CDCJ and PNJ
DGTDAJ	• Relocation of users to the Common Processing Service (permission assignment)
DGTDAJ	• Change of nomenclature



Requests and Questions



Thank you for your attention



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