

Subject card

Subject name and code	Administrative and court enforcement - lecture, PG_00132169						
Field of study	Law in administration and economy						
Date of commencement of studies	October 2024	Academic year of realisation of subject	2025/2026				
Education level	Master's studies	Subject group	Optional subject group				
Mode of study	part-time studies	Mode of delivery	at the university				
Year of study	2	Language of instruction	Polish				
Semester of study	4	ECTS credits	2.0				
Learning profile	academic	Assessment form	credit				
Conducting unit	Faculty of Law and Administration -> Rector						
Name and surname of lecturer (lecturers)	Subject supervisor	dr Krzysztof Kaszubowski					
	Teachers	dr Krzysztof Kaszubowski					
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	5.0	0.0	0.0	0.0	0.0	5
	E-learning hours included: 0.0						
Learning activity and number of study hours	Learning activity	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	Number of study hours	5		0.0		45.0	50

Subject objectives

1. Understanding the enforcement system in Poland

- To introduce students to the legal foundations of administrative enforcement (e.g. the Act on Administrative Enforcement Proceedings) and judicial enforcement (e.g. the Code of Civil Procedure enforcement section).
- To understand the differences between these two types of enforcement (administrative vs. judicial).

2. Learning about enforcement authorities and their competences

- To discuss the roles of enforcement bodies such as:
 - Administrative authorities (e.g. the head of the tax office, Social Insurance Institution - ZUS)
 - Judicial enforcement officers (bailiffs)
- To analyze their powers, responsibilities, and limits of action.

3. Acquiring knowledge of enforcement methods and procedures

- To present various enforcement measures (e.g. wage garnishment, bank account seizure, property execution).
- To understand procedures for initiating, conducting, and ending enforcement proceedings.

4. Identifying the rights and obligations of parties in enforcement proceedings

- Rights of the debtor (e.g. the right to file objections or complaints).
- Obligations of the creditor and enforcement body.
- Legal protection of the debtor.

5. Developing the ability to apply legal provisions in practice

- Solving case studies and analyzing judicial rulings.
- Preparing relevant documents (e.g. enforcement applications, enforceable titles).
-

Learning outcomes	Course outcome	Subject outcome	Method of verification
	PAGMU2_KR05	<p>The student understands the importance of adhering to professional ethics in the activities of enforcement authorities and in interactions with both debtors and creditors.</p> <p>The student recognizes moral and ethical dilemmas arising in the course of compulsory enforcement, such as issues related to the debtor's personal situation or the proportionality of enforcement measures.</p> <p>The student is able to evaluate the actions of enforcement bodies in terms of their compliance with ethical standards, legal norms, and social responsibility.</p> <p>The student demonstrates a responsible approach when making decisions in enforcement contexts and seeks solutions that minimize ethical conflicts while maintaining legal effectiveness and procedural fairness.</p>	<p>[SK1] oral statement/conversation/discussion</p> <p>[SK2] presentation/project/paper/report</p> <p>[SK3] text preparation/written work</p>
	PAGMU2_WG02	<p>The student knows and understands specialized terminology related to administrative and judicial enforcement, as well as their legal foundations.</p> <p>The student has in-depth knowledge of how the enforcement system functions within public administration and the economy, including the interrelations between administrative, civil, and financial law.</p> <p>The student understands legal theories and concepts related to the compulsory execution of obligations and their importance for effective management and operation of public and private sector organizations.</p> <p>The student is able to analyze and interpret legal acts and court rulings related to administrative and judicial enforcement.</p> <p>The student can identify legal issues within enforcement procedures and propose appropriate solutions using relevant tools and methods.</p> <p>The student is aware of the importance of the rule of law, the protection of individual rights, and the efficiency of public administration in enforcement processes.</p>	<p>[SW1] oral statement/conversation/discussion</p> <p>[SW2] presentation/project/paper/report</p> <p>[SW3] text preparation/written work</p>
	PAGMU2_UW02	<p>The student is able to apply knowledge of enforcement law (both administrative and judicial) to solve complex cases involving compulsory collection of receivables.</p> <p>The student can select and apply appropriate legal and procedural instruments in non-standard situations requiring individualized analysis.</p> <p>The student is proficient in using advanced information and communication technologies (e.g. ePUAP, CEIDG, KRS, e-KRS, Register of Public-Law Liabilities, bailiff IT systems) for obtaining information, submitting enforcement requests, and monitoring proceedings.</p>	<p>[SU1] oral statement/conversation/discussion</p> <p>[SU2] presentation/project/paper/report</p> <p>[SU3] text preparation/written work</p>

1. Introduction to enforcement proceedings

- The concept of enforcement in public and private law
- Functions and significance of enforcement proceedings
- Principles of enforcement procedure

2. Judicial enforcement legal basis and procedure

- Legal sources (Code of Civil Procedure enforcement section)
- Enforcement authorities: courts and judicial bailiffs powers and responsibilities
- Enforcement title and enforceable title definitions, types, enforcement clause
- Initiation and conduct of judicial enforcement proceedings
- Types of judicial enforcement: from movable property, immovable property, wages, bank accounts, and other property rights

3. Legal remedies in judicial enforcement

- Complaint against the actions of a bailiff
- Anti-enforcement lawsuit (action to oppose enforcement)
- Discontinuation, suspension, and completion of enforcement proceedings

4. Administrative enforcement legal basis and procedures

- Legal sources (Act on Enforcement Proceedings in Administration)
- Enforcement authorities and creditors rights and duties
- Obligations subject to administrative enforcement
- Enforcement title structure, significance, and electronic form
- Initiation and course of administrative enforcement proceedings

5. Enforcement measures in administrative proceedings

- Enforcement of monetary obligations (e.g., seizure of accounts, wages)
- Enforcement of non-monetary obligations (e.g., substitute execution, coercive fines)
- Securing claims

6. Comparison of judicial and administrative enforcement

	<ul style="list-style-type: none"> • Similarities and differences • Scope of application of both procedures • Conflict of enforcement resolution methods <p>7. Ethical and practical aspects of enforcement</p> <ul style="list-style-type: none"> • Limits of interference with the debtors property rights • Proportionality and effectiveness of enforcement actions • Ethical dilemmas in enforcement activities • Liability of enforcement authorities and oversight mechanisms <p>8. Modern technologies in enforcement</p> <ul style="list-style-type: none"> • Electronic enforcement proceedings • Public registers and IT systems (e.g., EPU, e-KRS, OGNIVO, CRBR, CEIDG) • Digitization of enforcement challenges and future perspectives 						
Prerequisites and co-requisites							
Assessment methods and criteria	<table border="1"> <thead> <tr> <th>Subject passing criteria</th> <th>Passing threshold</th> <th>Percentage of the final grade</th> </tr> </thead> <tbody> <tr> <td>project</td> <td>51.0%</td> <td>100.0%</td> </tr> </tbody> </table>	Subject passing criteria	Passing threshold	Percentage of the final grade	project	51.0%	100.0%
Subject passing criteria	Passing threshold	Percentage of the final grade					
project	51.0%	100.0%					
Recommended reading	<table border="1"> <tbody> <tr> <td>Basic literature</td> <td>T. Jędrzejewski, M. Masternak, P. Rączka, Administrative enforcement proceedings, Toruń 2006;</td> </tr> <tr> <td>Supplementary literature</td> <td>not aplicable</td> </tr> <tr> <td>eResources addresses</td> <td></td> </tr> </tbody> </table>	Basic literature	T. Jędrzejewski, M. Masternak, P. Rączka, Administrative enforcement proceedings, Toruń 2006;	Supplementary literature	not aplicable	eResources addresses	
Basic literature	T. Jędrzejewski, M. Masternak, P. Rączka, Administrative enforcement proceedings, Toruń 2006;						
Supplementary literature	not aplicable						
eResources addresses							
Example issues/ example questions/ tasks being completed	not aplicable						
Work placement	Not applicable						

Document generated electronically. Does not require a seal or signature.