

**Subject card**

<b>Subject name and code</b>	Penal and penal fiscal liability in public administration - workshop classes, PG_00133282						
<b>Field of study</b>							
<b>Date of commencement of studies</b>	October 2023	<b>Academic year of realisation of subject</b>			2025/2026		
<b>Education level</b>	Bachelor's studies	<b>Subject group</b>			Obligatory subject group in the field of study		
<b>Mode of study</b>	full-time studies	<b>Mode of delivery</b>			at the university		
<b>Year of study</b>	3	<b>Language of instruction</b>			Polish		
<b>Semester of study</b>	6	<b>ECTS credits</b>			1.0		
<b>Learning profile</b>	practical	<b>Assessment form</b>			credit		
<b>Conducting unit</b>	Department of Material Criminal Law and Criminology -> Faculty of Law and Administration -> Rector						
<b>Name and surname of lecturer (lecturers)</b>	<b>Subject supervisor</b>		dr Agnieszka Dalecka-Werpachowska				
	<b>Teachers</b>		dr Agnieszka Dalecka-Werpachowska				
<b>Lesson types</b>	<b>Lesson type</b>	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	<b>Number of study hours</b>	0.0	15.0	0.0	0.0	0.0	15
	E-learning hours included: 0.0						
<b>Learning activity and number of study hours</b>	<b>Learning activity</b>	<b>Participation in didactic classes included in study plan</b>		<b>Participation in consultation hours</b>		<b>Self-study</b>	<b>SUM</b>
	<b>Number of study hours</b>	15		0.0		10.0	25
<b>Subject objectives</b>	<p>The aim of the course is to equip students with knowledge and practical skills in identifying, analyzing, and preventing situations that may lead to criminal and fiscal liability in public administration. Students will learn the legal framework, types of prohibited acts most frequently occurring in administrative activities, and the consequences of committing them. The course is workshop-oriented through case analysis, simulations, and teamwork, participants will practice legal classification of acts, distinguish between criminal, fiscal, and disciplinary liability, and develop procedures to minimize the risk of legal violations in everyday administrative work.</p> <p>An additional aim is to foster ethical attitudes and raise awareness of personal responsibility in the performance of public tasks, including appropriate responses to irregularities and signaling threats.</p>						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	ADMINL3_UW01	Is able to identify and describe social phenomena related to the functioning of public administration and link them with various areas of administrative activities, conducting their preliminary analysis.	[SU1] oral statement/conversation/discussion [SU3] text preparation/written work [SU4] test/exam - oral or written [SU5] implementation of a problem task [SU6] demonstration of practical skills
	ADMINL3_KK02	Prepares diligently for classes, applies acquired knowledge to solving practical problems, and recognizes the importance of theoretical knowledge in professional work.	[SK1] oral statement/conversation/discussion [SK3] text preparation/written work [SK4] test/exam - oral or written [SK5] implementation of a problem task
	ADMINL3_UW02	Is able to apply basic theories from the field of administration and related disciplines to analyze and interpret selected administrative problems.	[SU1] oral statement/conversation/discussion [SU3] text preparation/written work [SU4] test/exam - oral or written [SU5] implementation of a problem task
	ADMINL3_KK03	Is ready to undertake challenging tasks requiring teamwork, demonstrating perseverance and commitment in carrying out tasks related to administrative issues.	[SK1] oral statement/conversation/discussion [SK4] test/exam - oral or written [SK5] implementation of a problem task
	ADMINL3_UW03	Uses legal databases and online sources to search for regulations and case law related to criminal and fiscal liability.	[SU1] oral statement/conversation/discussion [SU2] presentation/project/paper/report [SU3] text preparation/written work
	ADMINL3_KR04	Identifies ethical issues in administrative practice and proposes balanced solutions that protect both the public and individual interest.	[SK1] oral statement/conversation/discussion [SK4] test/exam - oral or written [SK5] implementation of a problem task
	ADMINL3_UK04	Analyzes and clearly communicates moral and legal dilemmas arising in scenarios of administrative law violations.	[SU1] oral statement/conversation/discussion [SU3] text preparation/written work [SU4] test/exam - oral or written [SU5] implementation of a problem task
	ADMINL3_KO05	Is able to propose preventive measures or projects aimed at reducing the risk of committing acts subject to criminal and fiscal liability in public administration units.	[SK1] oral statement/conversation/discussion [SK2] presentation/project/paper/report [SK4] test/exam - oral or written [SK6] demonstration of practical skills
	ADMINL3_UO09	Is able to plan and organize the analysis of cases involving criminal and fiscal liability in public administration.	[SU1] oral statement/conversation/discussion [SU3] text preparation/written work [SU5] implementation of a problem task
	ADMINL3_UU10	Is able to identify gaps in their knowledge of liability regulations and indicate areas that require further learning.	[SU1] oral statement/conversation/discussion [SU2] presentation/project/paper/report [SU4] test/exam - oral or written [SU5] implementation of a problem task
	ADMINL3_KK01	Is able to identify gaps in own knowledge regarding liability regulations and indicate areas requiring further learning.	[SK1] oral statement/conversation/discussion [SK2] presentation/project/paper/report [SK4] test/exam - oral or written [SK5] implementation of a problem task
	ADMINL3_KO06	Demonstrates an understanding of the duty to protect the public interest when analyzing ethical and legal dilemmas in public administration.	[SK1] oral statement/conversation/discussion [SK2] presentation/project/paper/report [SK4] test/exam - oral or written [SK6] demonstration of practical skills

	Course outcome	Subject outcome	Method of verification
	ADMINL3_WK06	Knows the legal and ethical standards governing the criminal and fiscal liability of public officials and understands their practical application.	[SW4] test/exam - oral or written [SW1] oral statement/conversation/discussion [SW2] presentation/project/paper/report [SW3] text preparation/written work [SW5] implementation of a problem task
	ADMINL3_UO08	Is able to work in teams analyzing cases of criminal and fiscal liability in public administration and present the conclusions	[SU1] oral statement/conversation/discussion [SU3] text preparation/written work [SU4] test/exam - oral or written [SU5] implementation of a problem task [SU6] demonstration of practical skills
	ADMINL3_UK06	Is able to prepare brief analyses and deliver oral statements (case solutions, risk assessments) in Polish and English concerning liability in public administration.	[SU1] oral statement/conversation/discussion [SU5] implementation of a problem task [SU6] demonstration of practical skills
Subject contents	<p>The course content focuses on the practical aspects of criminal and fiscal liability of individuals holding positions in public administration. During workshop sessions, students discuss the fundamental legal regulations concerning official and fiscal offences, as well as the principles of liability of persons performing tasks within public administration. A key element of the classes is the analysis of real-life case studies derived from judicial practice and case law, which enables the assessment of administrative actions and decisions in the context of criminal and fiscal regulations. Students learn to identify the statutory features of offences, determine liable entities, and distinguish between criminal, fiscal, and disciplinary liability.</p> <p>The workshops emphasize the development of practical skills including the analysis of evidence, preparation of brief legal opinions and draft solutions as well as the formation of ethical attitudes and awareness of the importance of diligence in performing public administration duties. The course also addresses contemporary challenges in preventing official and fiscal offences and highlights the significance of preventive and compliance measures within public institutions.</p>		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	Written exam/test	51.0%	100.0%
Recommended reading	Basic literature	<p><b>J. Sawicki, G. Skowronek, <i>Fiscal Criminal Law. Substantive, Procedural and Executive Issues</i>, Warszawa 2021.</b></p> <p><b>I. Sepiolo-Jankowska, <i>Fiscal Criminal Law and Proceedings</i>, Warszawa 2024.</b></p> <p><b>L. Wilk, J. Zagrodnik, <i>Fiscal Criminal Law and Procedure</i>, Warszawa 2023.</b></p>	
	Supplementary literature	<p><b>S. Kowalski, H. Paluszkiwicz, <i>Contemporary Issues of Punishment and Non-Punishment for Fiscal Offences</i>, C.H. Beck, 2023.</b></p> <p><b>V. Konarska-Wrzosek, T. Oczkowski, J. Skorupka, <i>Fiscal Criminal Law and Proceedings</i>, Warsaw, 2012.</b></p>	
	eResources addresses		

Example issues/ example questions/ tasks being completed	<b>Legal foundations of criminal and fiscal liability in public administration.</b>  <b>Proceedings in cases concerning fiscal offences.</b>  <b>Case study analysis.</b>  <b>Prevention and compliance in public administration.</b>
Work placement	Not applicable

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