Contents

Preface	Why this handbook?		
Introduction	Administration and administrative law	7	
Chapter 1	Scope of the principles, rule of law background and definitions of the terms used		
	I. Scope of the principles	9	
	II. Rule of law background	. 10	
	III. Definitions of the terms used	. 10	
Chapter 2	Substantive principles		
	I. Lawfulness		
	II. Equality before the law	. 14	
	III. Conformity to statutory aim	. 16	
	IV. Proportionality	. 16	
	V. Objectivity and impartiality	. 17	
	VI. Protection of legitimate trust and vested rights	. 17	
	VII. Openness	. 18	
Chapter 3	Procedural principles		
	I. Access to public services	. 21	
	II. Right to be heard	. 23	
	III. Representation and assistance	. 25	
	IV. Time-limits	. 26	
	V. Notification, statement of reasons and indica of remedies		
	VI. Execution of administrative acts	. 27	

Chapter 4	Special issues with impact both on the substantive and the procedural principles applicable				
	I.	Additional guarantees for private persons as re administrative sanctions			
	II.	Revocation of administrative acts	31		
	III.	Protection of personal data	32		
Chapter 5		trol of the effective application of the substa procedural principles	ntive		
	sd. w	Judicial review	37		
	II.	Internal review by the administrative autities			
	III.	External review of the ombudsman type	43		
Chapter 6	Public liability and reparation				
	1.	Public liability	46		
	II.	Reparation	49		
Appendix 1	Case-law of the European Court of Human Rights 53				
Appendix 2	Exa of E	mples of implementation of the principles in Co Europe member states	uncil 153		
Appendix 3	Cou	uncil of Europe documents	305		
Appendix 4	Info	ormation on the genesis of the handbook	525		