



Project «Modern and Effective Administration in the municipality of Dve Mogili»
Contract A 09-31-38C/12.06.2009

On 20 May 2010 finished the fulfillment of Contract №65 from 22 March 2010 with subject Activity 4 “Development of Electronic Public Registers” and Contract №59 from 18 March 2010 with subject Activity 5 “Upgrading the Administrative Information System and bringing it in accordance with the Electronic Governance Act”, parts of the Project “Modern and Effective Administration in Dve Mogili Municipality” that is implemented with the financial support of Administrative Capacity Operational Programme, co-funded by the European Social Fund Contract A 09-31-38 C/12.06.2009 on Priority Axis III "Quality Administrative Services and Development of Electronic Governance", Sub-priority 3.1. "Improving Services to Citizens and Business, Development of Electronic Governance Included".

The activities of the contracts were done by “David Holding” Ltd. - Kazanlak after procedure on Activity 5 with an invitation in conformity with the legislation in force and by submitting at least 3 proposals on Activity 4.

As a result of completing the indicators on Activity 4 “Development of electronic public registers”, “David Holding” Ltd. - Kazanlak, *developed the following modules:*

- *Module (Web Xpress)*, that enables to integrate the existing registers from civil status in the mayoralities on the territory of Dve Mogili Municipality and the municipal administration through the system for internal document circulation of the municipality;

- *Public register of the administrative services - module (Web Xpress ONLINE FORMS)* that allows ONLINE registration of the service, an inquiry or application from to CRAS (Civil Registration and Administrative Services) by outer applicant or a company directly in the system for internal document circulation of the municipality. There is created *module (Web Check)* that allows to check the status of submitted application for administrative service to CRAS.

- *Public register of the municipal properties*, which will allow ONLINE access via Internet to the municipal properties entered in the respective module of Archimed e-Municipality from the citizens or companies

According to Activity 5 the executor performed an analysis of the technological capabilities and security of the municipality, mayoralities and the connection between them. The modules of the existing administrative information system Archimed in the municipality are updated and now there is functioning unified electronic filing system Archimed in the mayoralities and the municipality. A mechanism for electronic submission of documents for receipt of administrative services has been developed. There was carried out training to the staff of the municipal and mayoral administration (25 people) for the work of the administrative information system Archimed. 39% from the municipal staff have been trained. The administrative center received a prize – 3 computers and 1 server. One of the computers is in the administrative center for use of the citizens, so they could fill the applications for electronic services or to work directly with the created module for ONLINE administrative services by electronic signature and the module which allows to check ONLINE the status of the submitted application for administrative service to CRAS.

This project is being implemented with the financial support of Administrative Capacity Operational Programme, co-funded by the European Union through the European Social Fund.



European Union



OPAC. Experts in action



European Social Fund.
Investing in people

Modules for electronic public registers and electronic services are completely developed, but they will be accessible to citizens after the actualization of the municipal website according to Activity 6 of the Project “Updating, modernizing, and integrating the municipal website to provide better services to citizens and business”. The program should start in July 2010, after choosing an executor. The implementation of Activity 6 is very important for achieving the main objective of the project: providing more quality, quick, cheap and reliable administrative services (including electronic services) to the customers.

Within the implementation of Activity 7 “Information campaign for popularizing the modern administrative services, provided by Dve Mogili Municipality”, which will start in August 2010 there will be organized two public events for popularizing the modern administrative practices in the municipality and electronic administrative services for their effective modernization and re-programming in the conditions of integrity. A brochure will be published and disseminated among the people, as well as analyzed questionnaires addressed to the customers.

The municipal management team and the project team are sure that the project implementation will help in developing modern administrative services in Dve Mogili Municipality. It will also improve the communication and feedback with customers and will provide one working and modern website.

DRAGOMIR DAMYANOV

Mayor of Dve Mogili Municipality

Date: 04 June 2010

This project is being implemented with the financial support of Administrative Capacity Operational Programme, co-funded by the European Union through the European Social Fund.