

### **Civil Status Registry**

#### **Goal: Introduction to the procedures of registry of civil status**

Civil status registry particularly birth and death events is one of the major activities of Personal Status Registration Organization, and other activities rendered by the organization (including establishment and updating demographic database [data center] as well as production and release of demographic and population statistic and information are associated to it. This part of Organization's activities determines the identity-nationality system of the territory subjects as well as provider of statistics and human information demands of a country so far that the basis of receiving services and benefiting from citizenship rights [via identity documents], state planning and long term policy making, development and changes of various administrative parts of the country are strongly depended on it.

Nonetheless, despite the vastness and geographic largeness of the country, and the legal deadline considered for birth registration in less than 15 days and death in less than 10 days, Personal Status Registration Organization tries to perform this important and basic duty in the best possible manner and its records in this respect have been satisfactory. In other word, considering the emphasis made by the legislator to register civil status events within the legal deadlines, the residence of nearly 40% of population in rural and tribal zones and unsuitable access to the civil status registration offices, the importance and criticality of the issue could be seen. Therefore, the organization has mobilized its resources and facilities as much as possible- such as dispatching mobile groups to far reach regions, establishment of branches in hospitals and cemeteries and using potentials of other legal institutes and natural persons in villages and tribal zones such as teachers, health care personnel, district governors, Islamic councils and local trusted citizens- in its efforts of desirable and constant registry of the civil status and fulfilling its duties in the best quality.

#### **National ID. Card and Smart National Card**

#### **Goal: Identification and ascertaining identity as well as providing services on electronic basis**

After the design and establishment of demographic database of the country, aimed at establishing electronic infrastructure for data collection and improvement of administrative system, issuance of national ID card for all persons over 15 year old as an identity communication tools and people's interactions with governmental organizations and institutes became the top priority in the agenda. The card consists of specifications such as personal data,

unique national ID. Code, postal code and photo of the holder. The card has been issued either by the civil status registration office, itself, or by using on-line communication of governmental institutes and the database of civil status registration. The card is a tool in identifying and confirming the citizens' identity as well as enabling people to benefit from easy fast and safe digital services. By passing the Act requiring presenting identity card in routine official formalities, the card is now the basis of governmental organizations' actions and in order to benefit from public and state-owned services, all Iranian citizens are required to provide the card. On the other hand, presently, the card is only used for identification and confirmation of identity and lacks the characteristics for receiving services; thus, in order to promote existing cards the government has planned to replace national ID. Card with smart cards so in addition to the possibility of identification check, there would be possible to provide "on-card" services. Although even at present, governmental and state owned institutes through establishing communication network with civil status demographic database and establishing especial databank are able to present various services in electronic form; by the issuance of smart national card they could provide especial services such as health system, e-money, social security insurance, election and so forth via the card.

### **Characteristics of Smart National Card**

In addition to having the characteristics of previous cards (such as identity data, national ID. number, picture and postal code) smart card has also the ability of storing biometric data and digital signature due to implementing an electronic chip in it; therefore, it not only serves as an identity tool and identification control of people, but also could provide governmental services as well and each governmental institute could load particular indexes on the card chip proportion to the demands and present its services on line.

### **Validity of Identity Documents**

#### **Goal: Improvement of security and protection coefficient and preventing forgery**

The documents of Personal Status Registration Organization are considered as the major documents for ascertaining the identity and nationality of Iranian and most communications and administrative, economic and social activities are performed through these documents. For this reason, there is a high risk of forgery or stealing and this causes problems such as social disorder and loss of public trust. Therefore, due to the critical role of those documents (including birth certificates and governmental cards/certificates) in all administrative and social aspects, the safety of the above-mentioned identity cards/certificates has always been a basic necessity and

issue. Therefore, proportion to the progresses obtained in technology of design and print, the Organization has planned to design documents in non-forgeable characteristics that include:

1. Design and print: some special characteristics in designing documents and identity cards are embossed print, intaglio print, separating print, small letters, hologram and laminate coat.
2. In the issuance stage too, in addition to online conformation of document information with demographic database, documents are issued by printers that would in turn improve safety and security measures of documents.

### **Role of Personal Status Registration in Electronic Government**

#### **Goal: Easy and safe use of governmental information and services by authorized agents**

Establishment and utilization of e-government requires providing infrastructures, grounds and hardware-software facilities, organizing, management, rules, regulations...some of them are: establishing joint portal or governmental portal, establishment of expanded and safe internet network, data center development, governmental services centers, allocation of unique national ID number for arrival into digital world, benefiting from services, inputting data and services on internet network and establishing a center for organizing, network management and backup.

On one hand, Personal Status Registration Organization plays an active role in establishing e-government due to having human information and following potentials:

- Full coverage of civil status registration and on time registry of any changes across the country (all cities, villages and tribal zones).
- Establishment of a nationwide base based on registry of statistics and data (more than 100 million population statistics)
- Allocation of unique national ID. to each one of the population and issuance of 100 percents of national ID. cards for qualified persons.
- Establishment of full local network and updating the database immediately upon registry of new events across the country
- Establishment of extranet (linking other systems to demographic database) and providing the facilities to use database.

With respect to these cases, it could be concluded that potentials and capacities of civil status registration department could provide data and information infrastructures of e-government in the areas of establishing demographic database, allocation of national ID. number, establishment of inter-and intra-organizational networks and issuance of national ID. card for qualified persons and provide means to establish modern administrative systems and digital services.

## **Establishment of inter-intra organizational network for providing services**

### **Goal: Identification and verification of citizens' identity for providing citizenship services**

As it is known, in modern organization world, the necessary requisite for governments' response to the citizens' claims and providing services to them is to verify people' identity. In this direction, State Personal Status Registration Office, due to its role as identification and making official the individuals' identity (identity registry) not only provides means for integrity of social identity, but also contributes governmental institutes in identifying people and providing services. Before integrity of information and communication technology, people's identification was proved through presenting paper documents (such as birth certificate). However, gradually, due to progresses obtained in this area, the Personal Status Registration Organization stepped into information technology arena through designing and developing population database, allocation of unique National ID. Number and establishing on-line communication network with governmental systems and provided citizens' digital identity possible. Thus, the digital identification of people for providing fast, safe and efficient services to the citizens has become possible since each governmental institute is maintaining an on line communication with the organization's base and has its own special database.

On the other hand, owing to its vast administrative network (more than 650 departments and offices) and electronic communication of offices with the base, exchanges the required data with other offices on line and in addition, by lodging some of its services on internet ground presents efficient services to the citizens.

## **Provision of Registration Services for Foreign Nationals**

### **Goal: Introduction to the method of providing identity services to foreign nationals**

In addition to the registry of identity and providing civil status services to the Iranian nationals, State Personal Status Registration Organization also provides civil status registration services for registry of the birth or death events to other nationals who have resident permits or legal documents. Therefore, if a foreign national is born or deceases in Iran, his/her relatives could refer to any civil status registration department and present birth or decease certificates of hospitals or local testimonies for the registry of the birth or death events. The certificates could be used in the subject country for legal actions (such as probate) or receiving identity documents (birth certificate) and leaving the country as an official document issued by the Iranian government. In addition, those documents could be used inside Iran as an official document for receiving resident permit or Iranian nationality. Based on this arrangement, Personal Status

Registration Organization is prepared to provide services to the citizens of ECO Member Countries to meet the demands of their citizens.

### **Production and Release of Statistical Data**

#### **Goal: Introduction to method of production and release of human statistics and exchanging experiences**

Statistical data production and release provides information for taking decision. It is considered as one of the most important sciences with various applications in many areas. Personal Status Registration Organization has a strong potential in producing statistic. Information is the basis of decision-making and statistics that processes data and changes it to demographic information helps in using the data, in ideal form, in economic and social planning. The statistics produced by this organization include birth, death, marriage and divorce and could be considered in realizing development goals of the country, including improvement in health system and public health, expansion of education and economic growth and development. Since statistics are produced in registered forms, they are more reliable, less costly and more easily accessible compared to other methods of statistics collection.

According to the law and due to the nature of duties, which are assigned to Personal Status Registration Organization, human statistics collection, preparation and release are done in this organization. For this purpose, in order to improve production and statistics release system, recently the online network for collecting on line civil status statistics in all department in order to release statistics in general and specialized levels proportion to the demands of policymakers, executive, scientific and ordinary people.

In addition, a terminal titled "Statistics Reports Preparation Terminal" has been designed and used for preparing statistics reports by using population database. The reports of the terminal includes statistics and demographic items based on birth, death, marriage and divorce certificates which are available for users in the provinces offices and organizational staff users. Moreover, by releasing statistics in form of yearbook, seasonal news, monthly journals, specialized demographic journals and ordered statistics of officials, the Organization is trying to perform this important task in an essential way.

So far, this Organization has statistic communication and journals exchanges with most university and research centers, ministries and governmental institutes and is prepared to exchange experiences with ECO members for exchanging experiences in preparation and releasing specialized statistics.

#### **National Identification Number and its Use:**

Objective: Familiarity with National Identification Number and new systems designing

National Identification number, which is recognized as ID Number and Social Security Number, is a unique number designed based on new system of applied systems designing and is considered as one of the important indices of electronic government. This number, which is allocated to any persons having identity card in Iran, is a base for representation of individual identification and its use may cause fundamental developments in administrative service system and rendering quick, proper and precise service, while observing individuals' privacy. Concurrently with design of demographic database and feeding information of Iranian nationals having identity card to the database, this number allocated to each record and applied as follows.

a) Notification of National ID No. to each person for using in administrative communications and correspondences through:

1- Issuance of National Identification Card for all qualified persons (upper 15 years old)

2- Allocation of National ID No. to newborns concurrently with issuance of Identity Card

b) Notification of National ID No. to all organizations in order to establish information infrastructure and using information technology in administrative services :

Since using information technology requires that administrative institutions and governmental organizations provide their database and communication systems for identification and authentication of individuals' identity; therefore, according to the agreement made by service organizations, it was decided that national identification number of the beneficiary persons is notified to the organizations. So, over one and half billion national identification numbers have been notified to the organizations upto this date on on-line, batch and per case basis in order to present their services electronically by establishment of their systems.

New system, which is designed and administrated by national number key, prepares the way for digital identification and authentication of the identity of Iranian nationals, promises a great development in governmental service electronically and this organization is ready to present its experience and know how in this regard.