Documentation

For the
First Meeting of the Heads of ECO National Organization/Center of Civil Registration
(Tehran, 3-4 October 2011)

International affairs
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Adrine Harootun
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➢ Deputy foreign Minister
➢ Interior Minister of I.R.of Iran
➢ Iran Head of National Organizations for Civil Registration

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1
1. Feasibility report of civil status registry

- 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-forgable 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 decreases 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 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
2. Annotated Agenda

ECONOMIC COOPERATION ORGANIZATION (ECO) SECRETARIAT (TEHRAN)

Annotated Agenda
For the First Meeting of the Heads of ECO National Organization/Center of Civil Registration

(Tehran, 3-4 October 2011)
First Meeting of the Heads of ECO National Organizations/Centers of Civil Registration

(Tehran, 3-4 October 2011)

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Agenda No. 1
Inauguration of the Meeting

1. After recitation from the Holy Quran, welcoming remakes will be delivered by H.E Mr. Nazemi Ardakani, Deputy Interior Minister and Head of National Organization for Civil Registration of the Islamic Republic of Iran. The Representative of the ECO Secretariat will also deliver his statement. A statement by H.E. Mr. Ghashghavi, Deputy Foreign Minister of the I.R. Iran will also be made. Then His Excellency Mr. Mohammad Najjar, Minister for Interior of the Islamic Republic of Iran will inaugurate the Meeting and will deliver a statement highlighting the importance of the Meeting.

Agenda No.2
Election of the Chairman

2. As per the ECO Rules, the head of delegation of the host country will be elected as the Chairman of the meeting. Following his election, the Chairman may make a brief statement, welcoming the distinguished delegates and other participants.

Agenda No.3
Adoption of the Agenda

3. The participants will consider and adopt the agenda of the Meeting which was earlier circulated to the Member States. The meeting will adopt its agenda with amendments, if any.
Appointment of the Drafting Committee
4. An open ended Drafting Committee for preparation of the draft report of the Meeting will be established comprising representatives from the ECO Secretariat and the host country. Other interested participants may also volunteer to join the committee.

Agenda No. 5
Country Reports/Presentations by Heads of Delegations:

The Head of the Delegation (National Organizations/center of Civil Registration) of each country would make statements in alphabetic order (each one for about 10-15 minutes).

Agenda No. 6
Exchange of Experiences/Technical Know How and Best Practices on:

Under this agenda item the Meeting will deliberate on the following topics and the participants will share their experiences and best practices in their respective countries on each sub item:

a. Registration of vital events: It is a system by which the government records the vital events of its citizens and residents. The main purpose of civil registration is to create legal documents that are used to establish and protect the civil rights of individuals. Another objective of registration of vital events is to create a data source for the compilation of vital statistics. The participants may share best practices being opted in their respective countries which includes timely registration of vital events and migration (internal and abroad) related issues and controlling damages such as people with no identity or unknown identity etc.

b. Production and Release of population Statistics and Information: Statistics and information are the basis of decision making in various levels and scopes and in its absence, decisions will be defective and non-functional. Discussing the topic in the Meeting and studying the statistics and information demands in various ranges and group and optimizing them, would be a great opportunity to exchange views and experiences of countries adding to the statistical richness.

c. National Code (ID Number) and Smart Cards: (National identity code, also known as identity number or national ID Number is a unique number
which is created on the basis of basic modern applicable design systems and is considered as one of the important indexes in developing electronic government. The most advanced type of card is a card with both identity and service aspects which is called Smart Card. The discussion in the Meeting and studying national ID and Smart cards and their applicability in administrative system as a passkey to electronic government is an important step towards exchanging views and experiences as well as cooperation in designing applicable systems.

**d. Promotion of Safety and Security Factors of Issued Documents:** Today, individual’s identity is determined based on official documents and papers by which an individual can realize and claim his/her citizenship services and rights. Therefore, due to the critical role of basic documents (such as birth certificate or national ID cards) in all aspects of administrative and social lives of people, their safety and security is an essential requirement. Discussing the matter in the Meeting and exchanging experiences and collaboration in this field is not only useful for internal security of people, but also it could help in creating sustained regional security and prevent forgery and identity stealing.

**e. Civil Status Registration and E-Government:** Although designing and establishing electronic government requires many substructures including vast and safe communication networks, joint software, necessary portals…the most important part of the electronic government is its information substructure in order to provide the possibility of providing electronic services. The Member States will share their experiences in design and establishing their existing substructures, as well as design and execute their systems.

**Agenda Item No. 7**

**Educational and Research Cooperation’s**

Educational and research cooperation in different fields and exchange of information among member countries states could lead to mutual learning and consequently development of administrative system. This goal may be realized by organizing common training courses in different levels and doing bilateral or multilateral research projects or using the results of researches conducted by other countries. Under this agenda item the Meeting will discuss the possibilities of the educational and research cooperation among the ECO Member States in the field of Civil Registration.
**Agenda Item No. 8**

Planning ECO National Registry Authorities Website

Under this agenda item the participants will discuss the possibilities of setting up of ECO National Registry Authorities Website. The website is required for exchanging scientific, technical, technological and other information. The website should have different sections of news, rules and regulations, structure, duties of organizations, project performance method, ongoing projects, heads contact and communication etc. It may be a webpage in the official website of ECO Secretariat and each country shall be responsible for administration of its relevant section.

**Agenda No. 9**

Any other business

Delegations may suggest deliberations on any other issue not covered in the proceedings.

**Agenda No. 10**

Date, Venue and Agenda of the next meetings

The Meeting will decide about the date and venue of the next meeting. One of the Member States may volunteer to host the next meeting.

**Agenda No. 11**

Adoption of the report and recommendations

Towards the end, the meeting will adopt its report.

**Agenda No. 12**

Vote of Thanks and Closing of the Meeting

Representative/s of the distinguished Member State/s may extend vote of thanks on behalf of the participating delegations to the Government of Iran for the warm hospitality and arrangements made for the Meeting.
3. Agenda

First Meeting of the Heads of ECO National Organizations/Centers of Civil Registration

(3-4 October 2011, Tehran – Iran)

1. Inauguration of the Meeting
2. Election of the Chairperson
3. Adoption of the Agenda
4. Appointment of the Drafting Committee
5. Country Reports/Presentations by Heads of Delegation
6. Exchange of Experiences/Technical Know How and Best Practices on:
   a. Registration of vital events
   b. Production and Release of Population Statistics and Information
   c. National Code (ID Number) and Smart Cards
   d. Promotion of Safety and Security Factors of Issued Documents
   e. Civil Status Registration and E-Government
7. Educational and Research Cooperation's
8. Planning ECO National Registry Authorities Website
9. Any other business
10. Date and Venue of the next meeting
11. Adoption of the Report of the meeting
12. Vote of Thanks and Closing of the Meeting.
4. Final aims report

1. To form a committee consists of representatives from 3 countries to prepare, write and edit articles of association of ECO member Civil Registrations for the next year session.

2. To hold Web Site for ECO member countries to exchange: news, information & experience (IRAN IS READY TO HOLD OUT THE RELATED SITE).

3. NOCR OF I.R IRAN readiness to hold training courses in the field of how to registration vital events, moving house, smart card and electronic archive.

4. IRAN readiness to EXCHANGE experience and technical knowledge to ECO member states around national ID card and smart card issue and its application.
5. SCENARIO FOR THE CHAIRMAN

ECONOMIC COOPERATION ORGANIZATION (ECO)

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E-mail: registry@ecosecretariat.org

First Meeting of ECO Heads of National Civil Registration Organizations/Centers

SCENARIO FOR THE CHAIRMAN

3-4 October 2011
(Tehran – Iran)
**Inauguration of the meeting**

- The Master of Ceremony will invite Qari for reciting few verses from the Holy Quran.

- The Master of Ceremony will then invite H.E. Mr. Nazemi Ardakani, Deputy Interior Minister and Head of National Organization for Civil Registration of the Islamic Republic of Iran to deliver welcoming remarks.

- After the welcoming remarks by the Deputy Interior Minister, the Master of Ceremony will invite H.E. Mr. Mohammed Yahya Maroofi, ECO Secretary General to deliver his statement.

- After the statement by the ECO Secretary General finishes, the Master of the Ceremony will invite Mr. Ghashghavi, Deputy Foreign Minister to make a statement.

- After the statement by the Deputy Foreign Minister finishes, the Master of the Ceremony will invite H.E. Mr. Mohammad Najjar, Minister for Interior of the Islamic Republic of Iran to make inaugural statement.

- After the inaugural statement by Interior Minster finishes, the Master of Ceremony will declare few minutes tea/coffee break so that the media and other guests, if any, may leave the Conference Hall. This break will also be used for photo session and opening of the Exhibition.

- After 30 minutes break, the Master of Ceremony will invite ECO Representative to conduct normal proceedings of the meeting. He will inform the meeting that now we are going to start with the working session.
of the meeting and will move to agenda item No. 2 which is “Election of the Chairperson”.

**Agenda Item No. 2**  
**Election of the Chairperson**

The ECO Representative will remind the delegations that as per the ECO Rules of Procedure, the Head of Delegation of the host country may be appointed as Chairman of the Meeting. He will accordingly propose that the Deputy Interior Minister and Head of National Organization for Civil Registration of the Republic of I.R. of Iran H.E. Mr. Nazemi Ardakani, be elected as the Chairman of the Meeting.

After this proposal is seconded by the delegation/s of other Member States, it will be announced that the H.E. Mr. Nazemi Ardakani has been elected as the Chairman. He will then congratulate the Chairman and will invite him to assume the Chairmanship.

After assumption of the Chairmanship, he will move on to item No 3.

**Agenda Item No. 3**  
**Adoption of the Agenda**

The Chairman will inform the meeting that draft agenda of the meeting is in front of the delegations and he will request for its adoption. If no comments/views are raised, he will declare the agenda adopted.

The Chairman will then go to the next item which is “Appointment of the Drafting Committee”.

**Agenda Item No. 4**  
**Appointment of the Drafting Committee**
The Chairman will explain to the participating delegations that a Drafting Committee to prepare a draft report of the Meeting upon the discussions/agreements of the Meeting should be open-ended. As per past practice, the Secretariat will prepare the first draft of the report. However, any assistance in this regard from any delegation would be welcomed.

*The Chairman will go to the next item.*

**Agenda Item No. 5**  
**Country Reports/Presentations by Heads of Delegation**

The Chairman will give the floor to the Heads of delegations in alphabetical order with a request to also provide copy of their statements to the Secretariat.

*As the statements by Heads of delegations have been finished, the Chairman will announce lunch/prayer break. He will also inform the meeting that a visit to the Matiran Association has been arranged for the Heads of Delegations only. Experts may continue deliberating other items of the agenda.*

**Agenda Item No. 6**  
**Exchange of Experiences/Technical Know How and Best Practices on:**

a. Registration of vital events  

b. Production and Release of Population Statistics and Information  

c. National Code (ID Number) and Smart Cards  

d. Promotion of Safety and Security Factors of Issued Documents  

e. Civil Status Registration and E-Government

Under this agenda item, the Chairman will give the floor to the Member States for discussing each of the above-mentioned sub-agenda items. After conclusion of discussion on each item, the Chairman will summarize the overall views for incorporating in the draft report of the meeting:

*Thereafter, the Chairman will move to next agenda item.*
Agenda Item No. 7
**Educational and Research Cooperation's**

The Chairman will give the floor to the Member States for discussing the agenda item titled “Educational and Research Cooperation”. After conclusion of discussion, the Chairman will summarize the overall views for incorporating in the draft report of the meeting.

*Thereafter, the Chairman will move to next agenda item.*

Agenda Item No. 8
**Planning ECO National Registry Authorities Website**

The Chairman will give the floor to the Member States for discussing agenda item titled “Planning ECO National Registry Authorities Website”. After conclusion of discussion, the Chairman will summarize the overall views for incorporating in the draft report of the meeting:

*Thereafter, the Chairman will move to next agenda item.*

Agenda Item No. 9
**Any other business**

The Chairman will ask the Member States if they have any other issue to be raised under this item. **If none, then he will go to item No.10.**

Agenda Item No. 10
**Date and venue of the next meeting**

The Chairman will ask the Member States if any Member States would like to volunteer hosting the next Meeting of the ECO Heads of ECO National Organizations/Centers of Civil Registration. The interested country may also indicate the dates for hosting the next meeting.
If no member state volunteers to host the next meeting, then the Chairman may advise that the date and venue of the next meeting will be identified by the ECO Secretariat in consultation with the Member States, and *Chairman will pass on to item No. 11.*

**Agenda Item No. 11**  
**Adoption of the report**

The Chairman will point out that a draft report of the meeting is in front of the delegations and request the Member States to consider it for adoption. The Chairman will go through the draft report Para by Para and may request views/suggestions of the Member States, till the adoption of the report.

*After adoption of the report, the Chairman will move on to item No.12.*

**Agenda Item No. 12**  
**Vote of thanks and closing of the meeting**

Under this item, the participating delegates may take the floor, if they wish, to express profound thanks to the host country, the Islamic Republic of Iran and the ECO Secretariat.

After listening to the delegations, the Chairman will thank the participants and declare the meeting close.
6. **program**

**1st Meeting of ECO Heads of Civil Registration Organizations**
(Tehran, 3 – 4 October 2011)

**2 October 2011 (Sunday)**
- Arrival of delegates
- Afternoon: Bilateral meetings of Heads of Delegation

(Monday - 3 October 2011)

**Inaugural Session**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
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<tbody>
<tr>
<td>09:00 – 9:30</td>
<td>Registration</td>
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<tr>
<td>9:30 – 9:40</td>
<td>Recitation from Holy Quran &amp; National Anthem of I.R. Iran</td>
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<tr>
<td>9:40-9:50</td>
<td>Demonstration of a Film giving introduction to the NOCR</td>
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<tr>
<td>9:50-10:00</td>
<td>Welcoming remarks by H.E. Mr. Nazemi Ardakani, Deputy Interior Minister and Head of National Organization for Civil Registration</td>
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<tr>
<td>10:00 – 10:10</td>
<td>Welcoming remarks by representative of ECO( ECO Secretary General / Deputy Secretary General)</td>
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<tr>
<td>10:10 – 10:20</td>
<td>Statement by Mr. Ghashghavi, Deputy Foreign Minister</td>
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<tr>
<td>10:20 – 10:30</td>
<td>Inaugural statement by H.E. Mr. Mohammad Najjar, Minister for Interior, I.R.Iran</td>
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<tr>
<td>10:30 – 11:00</td>
<td>Photo Session - Opening of Exhibition</td>
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<tr>
<td>11:00-11:30</td>
<td>Tea/Coffee Break</td>
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11:30–13:00
- Election of the Chairperson
- Adoption of the Agenda
- Appointment of the Drafting Committee
- Country Reports/Presentations by the Heads of Delegation (10 minutes each)

13:00–14:00
Prayer/Lunch Break

14:00:17:00
The Heads of the delegation will visit the Matiran Association, which designs and produces ID document like passport etc.

**Working Session (Experts)**

14:00–15:30
**Exchange of Experiences/technical Know How and Best Practices on:**
- Registration of vital events
- Production and release of Population Statistics and Information

15:30-16:00
Tea/Coffee Break

16:00-17:30
**Continuation of the topics:**
- National Code (ID Number) and Smart Cards
- Promotion of Safety and Security Factors of Issued Documents
- Civil Status Registration and E-Government

17:30–19:30
A Tour to Milad Tower

20:00–22:00
Official Dinner at Laleh Hotel

**Second Day**
(Tuesday, 4th October 2011)

09:00–10:30
**Deliberations on**
- Education and Research Cooperation
- Planning ECO National Registry Authorities Website
- Any other business
- Date and Venue of the next Meeting

10:30–11:00
Tea/Coffee Break
<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>11:00–12:30</td>
<td>Preparation of the draft report by drafting committee</td>
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<tr>
<td>12:30–13:30</td>
<td>Adoption of the Report</td>
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<tr>
<td>13:30-14:30</td>
<td>Prayer &amp; lunch</td>
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<tr>
<td>Afternoon:</td>
<td>Free/Shopping - Departure of the delegates</td>
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Information Note
For
1st Meeting of the ECO Heads of National Organizations/Centers for Civil Registration

(Tehran, 3 – 4 October 2011)

1st Meeting of the ECO Heads of National Organizations/Centers for Civil Registration
Tehran, 3-4 October 2011
INFORMATION NOTE FOR PARTICIPANTS

General Information:
The National Organization for Civil Registration (NOCR) plays a main role in establishment of information infrastructure of electronic government benefiting from modern technologies, including information communication technology and establishment of database; the result of which is a great development in policy making and planning system of country to provide fair opportunities for all people and efficient allocation of resources in different economic, political and social fields in on hand and improve the efficiency of administrative services system in presenting on line services to people and all governmental departments through a comprehensive Iranian identity system and internal and external communication network. Keeping in view the above, the National Organization for Civil Registration of I.R. Iran will host a meeting for Heads of ECO National Organizations/Centers for Civil Registration on 3 – 4 October 2011 in Tehran. The Meeting will provide opportunity for the participants to exchange their experience on important issues related to civil registration and associated services.

Visa Requirements:
Respected delegates/participants should check with the relevant Iranian diplomatic missions in their countries for visa issuance at the earliest conveniences.

Venue and Opening Session
Venue: Laleh Hotel, Tehran, Iran
Opening Session: 09:30, Monday, 3 October 2011

Arrival at the Airport:
Transport facilities will be provided by the host authorities for respected delegates / participants from Imam Khomeini International Airport, Tehran to the Hotel. Participants should send their flight details to the Contact Person at ECO Secretariat with a copy to NOCR contact person at least one week before their arrival.

Accommodation:
All respected delegates/participants will stay at Laleh Hotel
Address: Dr Fatemi Street, Tehran, Iran
Tel: +982188965021, 88967021
Fax: +982188965588
Email: info@lalehhotel.com

Hospitality:
The host authorities (National Organization for civil Registration) will provide local hospitality (accommodation, food, local transport) for two participants from each Member State and round trip air ticket (economy class and shortest possible route) for the head of delegation from each Member State.

**Registration and Identification Badges:**
Participants are required to register at the MEETING Venue. The identification badges will be issued to all registered delegates. Participants are requested to receive their badges from the registration desk of the meeting within 09:30 – 10:00 on 3 October 2011.

**Working Language of the Meeting**
The meeting will be conducted in English with simultaneous translation in Russian.

**Foreign Exchange**
The local banks and foreign currency exchange center in Tehran provide foreign currency exchange service. The current exchange rate is approx. Rials 12,000 to one US dollar. Foreign exchange facilities are available 24 hours at the airport.

**Weather and Clothing**
The average temperature ranges from 15 to 25 degrees Centigrade on October. All female participants are kindly requested to observe appropriate Islamic dress code.

**Electricity voltage**
The voltage for all electric appliances used in the Islamic Republic of Iran is 220 Volts.

**Contact person in NOCR**
Nasrin Khorshidi
Address: No 198 Imam Khomeini Ave, Tehran, Iran
Postal code: 1137719411
Phone number: 00982160902709-11
Fax number: 00982166746460
Web address: www.sabteahval.ir.
Email: nakh98@yahoo.com

**Contact with the ECO Secretariat:**
Mr. Ahmad Saffari
Acting Director, Human Resources & Sustainable Development
The Secretariat, Economic Cooperation Organization (ECO)
Tel: (+98-21) 2283 1733-4 Fax: (+98-21) 2283 1732
List of Embassies of the ECO Member States-Tehran

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8. Power point presentation (first stage)
A) Website of status Registration Organizations of ECO member states.
(Presented by Mr. Mahzoun)

Fortunately, nowadays, due to the emergence of information and communication technology, exchanges with other countries is not limited to past traditional physical methods and because of the virtual space, exchanges and interactions are faster, easier and more efficiency than before.

Therefore, for this purpose, creating and launching the website OF ECO Members' status Registration Organizations has been proposed by the Islamic Republic of Iran.

Establishing goals and setting up website

With the aim of expanding cooperation and mutual or bilateral interaction of Member States this common website was proposed to exchange information on scientific, technical, technological information so that each country will have its own management section.

Links
This Web site will be in ECO main site.

Web address:
WWW.ECOCRÓN.ORG
(ECO Civil Registration Organizations Network)

Different parts of the Web
- News
- Event Calendar
- National day of civil status registration and reporting activities in the Member States relating to the occasion
- link Registration Website of Member states
- Structure and duties of relevant organizations
- Publications, documents and activities reports with statistic reports
- Heads communication
- Presenting Virtual training with an online test and a valid Certificate

Management & update of website content

- A committee of Eco members representatives by secretariat periodically
- The committee is responsible to prepare the directors (regulations) to update the website content

Each country, by using its username, manages to update the related section upon the periods which specified in the regulations
B) Demographic Statistics in NOCR (presented by Mr. Mahzoun)

3 main missions:
- Vital Event Registration
- Confirmation of Iranian Identity & Citizenship Documents
- Produce & Release of Population Statistics & Demographic Changes

Generalities of laws & regulations; based on Article (1)
1. Birth registration and ID card issuance
2. Death registration and issuance of death certificate
3. Replacement of the individual’s current ID card
4. Marriage/divorce registration & mentioning the changes
5. Birth Certificate of Foreign Nationals
6. General Minute Book and Surname Book

Macro goal
Produce & publish population statistics & their information to Organization, General Offices of Provinces & International and National Orgs.
- Planning to provide information necessary for population studies
- Analyzing the population data & indices
- Designing a monitoring plan on statistic production procedure
- Making business relation with national & international organizations
- Producing & publishing statistics collections.

Production of population statistics based on the population Information base & data center of country
- Established on 1997 through data entry, about 80 million Documents (birth & death)
- From the begin to the present, it consists of more than 100 million ID records, (alive or deceased individuals)
- About 70 organizations or entities use online e-inquiry services, personal ID, with almost 5000 transactions
- Now after applying National Number, as an identity key for Iranian citizens

More than 90% of civil statues registration services are being implemented online by data center.

**Specific Network (VPN) presenting personal status registration services with 640 members (Depart. & agency)**

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**Former Procedure of Population Statistics Production**

1. **Production of provincial statistical reports in Province General offices**
2. **Data Transfer**
3. **Production of National statistical reports in NOCR**
4. **Collection of vital statistics of civil registration offices**
5. **Information Forms**

---
Birth Reports in Current System
- birth registration is classified as follows:
  - Gender
  - Urban & rural
  - Time interval between birth & its registration
  - Mother’s age
  - Multiple pregnancy births

Death Reports in Current System
- Gender
- Urban & rural
- Time interval between death & registration date
- Age group (for Current registration)
- Cause of death
Marriage & divorce registration is classified as follows:
Urban & rural
Husband & Wife age group
Husband age difference with spouse
Husband age distribution with spouse
Wife & Main occupation groups of Husband
Wife & Educational & literacy status of Husband
Marriage duration in the registered divorces
Population statistics & indices resulted from vital events
- Crude birth rate
- General fertility rate
- Total fertility rate
- Age specific fertility rates
- General mortality rate
- Child mortality rate
- Mother’s mortality rate
- Crude marriage & divorce rate
- Age average in registered marriage (husband & spouse)
- Age average in registered divorces (husband & spouse)
- Age group with highest registered marriages & divorces
- Ratio of marriage to divorce
- School-age children (in classification of gender)
- Eligible to participate in election-population
- Military services statistics
Yearly statistics (vital events 1389)
Death: 440,538
Marriage: 891,627
Divorce: 137,200

Under investigation programs
- Production of moving house statistics
- Based on changes of address and postal code
- Implementation of international standard categories such as:
  - Change of collection method of cause of death
  - Divorce & marriage information collection system
  - Number (times) of remarriage
  - The couple’s occupation
  - The couple’s educational status

Statistical Publications
- Statistical yearbook
- Analytical issues of population indices resulting from vital events registration (birth, death, marriage & divorce)
- Evaluation report of birth & death registration status based on time interval between the occurrence & its registration
- Statistical newsletter
- Data sheet
- Monthly statistics
- The collection of population statistics: population statistics & indices resulting from vital event registration
Scientific- Extension Publication: "Population Quarterly Journal"
Having presented scientific discussions on population topics, NOCR has formed a scientific board by invitation of the top professors of demography & statistics and focusing on the said discussion and scientific topics, this organization has officially started to publish a journal named Population Quarterly Journal, since summer 1992.

E-publication of Statistics & Population Information
- To use the statistical information of NOCR, you can refer to: www.sabteahval.ir
- Online statistics of vital event (vital event time)
- Time series of vital events statistics:
  - Annual time series as of 1918
  - Monthly time series of the last ten years

Statistical Information Exchange with Organizations & Ministries
  - Ministry of Interior: Statistics on eligible people to participate in the elections
  - Statistical Center of Iran: Population statistics & indices
  - Ministry of Education: Statistics of school-aged children
  - Police: Military service statistics

Statistic Information Exchange with Organizations & Ministries
  - Ministry of Health & Medical Education: Statistics of birth & death
  - National Youth Organization: Estimation of youth age group
    - Population and marriage & divorce statistics
  - Central Bank of Islamic Republic of Iran: Vital events statistics
  - Inquiry System to statistic questions of scientific & research associations, universities & companies
Cooperation in National Plans
Such as:
Population Health System (DHS)
HMN) (Health Measurement Network
Population and Housing Census
Collection of household economic data

Dynamic & Effective Communication with National & International Organizations
Such as
• Statistical Center of Iran
• Ministry of Health & Medical Education
• Population Association of Iran
• Iranian Statistical Society
• Asia-Pacific Population Studies & Research Center
• UNFPA
• WHO
• UNICEF

Suggestion
• Preparing Statistical Yearbook of the Member States
• Preparing Common Datasheet
• Ready Notification to exchange experiences to use

Population information to produce Timely Vital Statistics & Demography
C) EDUCATION (presented by Mr. Esmaili)

Educational & Research Cooperation
Nowadays all countries, especially developed ones, have achieved that investment in human resources is the secret of superiority, honor, and progress. In other words, development strongly requires education of skilled and expert human resources.

In order to face with changes and developments in specialized and technologic fields, organizations should employ their knowledge & skill and doing research in different fields to solve their problems.

NOCR (National Organization for Civil Registration)
due to its important role in identification, citizenship, population and e-government fields has an ever-increasing need to progress knowledge and skills of its staffs and doing applied researches for performance of its role.

Education and research organization founded in 1369 & now is represented in all provinces (31 provinces) and its main activities include:

A) Training activities
   1 - 14 medium-term training
   2 - 7 long-term course to undergraduate degree & main law, computing, statistics and Population
   3 - 4535 training and workshop (1.8 million=1800000 person hours)
   4 - Setting up a virtual learning (e-Learning - LMS)

B) Research activities
   1 - set research priorities and public call for applied research
   2 - conducted over 150 research projects in collaboration with researchers inside and outside the Organized
   3 - a digital library of educational content

Proposal
Educational and research cooperation in different fields and also information and technology exchange among member countries may cause improvement of their knowledge and consequently development of their administrative systems.

This goal may be realized by holding common training courses in various levels and doing mutual or multilateral research projects or sharing their research results.

The main purpose of this session is how to operate the cooperation, including holding training course, doing research projects and financing necessary funding.
D) Improving the security and protection of the issued documents (presented by Mr. Esmaeili)

**Legal basis for ID card issuance**
- Article 1, paragraph (A) & (C) of Civil Registration Act
- Replica ID card issuance instructions approved by the Civil Registration Supreme Council
- Article 36 of Civil Registration Act and the related notes

**The adulteration of ID documents Methods**
- The complete simulation
- Manipulation (modify the contents)
- Fraud (add or eliminate the contents)

**Methods of preventing the adulteration of ID documents**
Choose:
- proper security material
- Secure design
- Secure print
- Secure features
- notice secure points in issuance procedures
- control documents carefully and completely

**To choose proper secure ingredients**
Secure inks, secure paper, Catton, Watermark, Chemical sensitivity, secure threads, secure fibers

**Security Print & Design**
*Silk  *golden-filled  *digital print  *offset  *Embossed print
- Twisted lines with variable thickness
- See-through design
- Gilvosh
- Madelyn
- Anti copy
• Microprint

1. Control of security features
2. Check of information via data center “Population Database”
ID certificate (card) for under 15

Secure design
• Cylosh complex design on the back of cover & internal pages
• Raised design with arabesques
• See-through design in internal pages
• Microprint writing on the back of cover

Secure print
• UV Invisible ink print (all pages)
• Colored Field print as rainbow

E-ID cards features
• Two colored embossed print (intaglio)
• Background virtual emboss

Serial number in UV ink
• Using UV fibers for all pages
• Laminate consisting erasable ink & hologram
• Perforation of serial number on the left side
• Insert national number barcode on the remark page
• Watermark page
• 3 colored invisible UV printing on the different pages
• See – through & rainbow printing on the background
• Using micro text
• Gilosh

• 3 colored security threads, in paper tissue of all internal pages
• Sewing by security threads combined with invisible UV
E) National ID Number &
National ID Cards (presented by Mr. Madanchian)

Agenda

- Traditional system
- Motives for Change
- National Id Number (NIN)
- NOCR Automation
- NIN announcement & use
- National ID cards

Traditional system

- Issuing ID Booklet
- Key Identifier Attributes:
  - Birth date
  - Issuance date
  - Issuance place
  - No. of ID Booklet

Motives for Change

- Growth of population, Migration
- Existing System Problems
- Automation
- Best practices
- More efficient Key Attribute(s) needed

Establishment of
National ID Number (NIN)

- Automation studies
- Design of NIN
NIN is a Ten digit number
Used for new Births since 1988

Registration System Reengineering
- Registration life cycle Management Automation
- Central Population database

NIN Used
- Assigned to individuals in central database
- Announced to individuals above 15 years old via a paper card
- NIN usage enforced by law
- NOCR ready for any online query

National ID card: Objectives
- Context for NIN usage in the country
- Facilitate National ID document usage for people and organizations
- Simple & more Secure interchange on personal information
- Maintaining address of card owners
- Develop a Photo Database of card owners

How National ID card Implemented
- Trends Studied
- Designed as ID document for individuals above 15 years old
- National ID Card management system implemented
- 55 million National ID Cards issued

NID Card (a sample)
NID Card Features

- NIN
- Personal information
- Photograph
- Address
- Security Features

NID Card Applications
New attempts

- Online Public Services
- Integration & interoperability
- Need to e-ID cards
- Smart Card Management System: current project

National Smart Card Layout

Some Experiences

- Automation of National Registration lifecycle & system conversion
- Maintaining Central population database management system
- NIN & NID Card implementation.
- Running National Smart Card Project
F) Role of NOCR in e-Government (presented by Mr. Madanchian)

Agenda

- Roadmap
- Applications
- Standards
- Risks
- Future Plan

Electronic National ID Project

- History and current situation

- ID Booklet
- National ID Card
- Registration/Enrollment offices
- Central Database
- Centralized issuance system

NOCR Responsibility by Law

- Maintain National Registration System (Birth, Marriage, Divorce, Changes), Biometric data, Digital Signature ...
- Deploy National Smartcard in the Country
- Provide e-ID for Public Services
- E-ID as e-Government Basic Requirement

Objectives to follow
- Identification in virtual environment
- Authentication by password, cryptography & biometric
- Digital signature
- Supporting various Applications
- Secure Access to information & Services
  For People and Businesses
E-Government Portfolio

Towards e-NOCR

- National Smart Card Project
- Electronic Archive of civil documents project
- National Registration System
- Service oriented portal

National Smart Card (NSC) Project Roadmap

- Feasibility Study 2010
- Prepilot 2011
- Systems Development
  - 2011 Planned
  - 2012 Under contract
- Pilot Execution
  - 2012 Planned
- Roll out
Results planned?

- **Prepilot phase:**
  
  10000 Smart cards issued

- **Pilot phase:**
  
  Issuance of 58000 Smart cards planned

- **Rollout phase:** Smart Cards for all (75 Million)
  
  National Smart Card Layout Designed

**System Architecture Designed**

- Enrollment System
- Card Management System
- Public Key Infrastructure
- Automated Fingerprint Identification System
- Central Issuance System
- Key Management System
- Mailing system
Current Activities

- Systems Development project is running
- The Scope of pilot phase is clear
- The scope of the Roll out phase will be finalized based on the Pilot phase

Some Experiences

- Automation of National Registration lifecycle & system conversion
- Maintaining Central population database management system
- NIN & NID Card implementation
- National Smart Card Project
G) Timely vital events registration (presented by Mr. Esmaili)

Legal Documentation

- Article 1, paragraphs (A &E) of Civil Registration Act (CRA)
- Articles 12-21 of CRA
- “Executive instruction of how to issue birth e-document”, approved by the Civil Registration Supreme Council
- Executive instructions of ID card issuance
- Article 1, paragraph B (CRA)
- Articles 22-30 of CRA
- Executive instructions for “issuing death e-document and death certificate for Iranian” approved by Civil Registration Supreme Council.

Timely vital events registration (birth and death) is one of the main issues that have been recently taken into account due to its effect on planning & policy making (micro-macro). At present, the rate of legal deadline for birth & death registration is respectively 92% & 89.5%. We predict that it will increase to 98% by the end of the 5th development plan.

The Aims of Notification Network
To cover vital events registration completely in cities & villages
To establish proper mechanism to achieve information
To access existing available capacities in villages or tribal areas.

The relevant parts for timely vital events registration in the country
NOCR (Vital Event Notification Network)

- State vital events registration staff
- Coordination Council for provincial vital events registration
- City vital events Coordination Council
- Provincial supervision and follow-up committee
- Offices executive committee

Vital events information sources in cities, villages and tribal areas

Urban: hospitals, maternity hospitals and cemeteries

Rural: Sabtyaran (Health Home and Health centers in villages, Dehyars, Islamic councils, Basij (mobilization center), Rural or tribal cooperative) & Registration helpers

The Tools of vital events announcement

- Portals of NOCR & civil registration general offices
- E-mail
- Po box or voice mail systems
- Messages
- Fax & Tel
Pager

Distribution of announcement network members at rural & tribal areas
Numbers of Announcement Network Sources

- Health homes & health centers 17,291
- Rural district management 8,820
- Islamic council 9,653
- Basij (voluntary force center), literacy movement & others 792
- Rural & tribal cooperative 251
Country staff & improvement of vital statistics

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Percent of registration on the legal deadline to one year

Use of over sources & Suitable Sources Organizing
1. The Secretary General

ECONOMIC COOPERATION ORGANIZATION (ECO)

Statement by the Secretary General

First Meeting of the Heads of the National Civil Registration Organizations/Centers

(Tehran, 3-4 October 2011)

The ECO Secretariat, Tehran
First Meeting of the Heads of ECO National Organizations/Centers Of Civil Registration (3-4 October 2011, Tehran – Iran)

1. The ECO Secretary General’s Statement

Your Excellency Mr. Mohammad Najjar,
Minister for Interior of the Islamic Republic of Iran,

Your Excellency Mr. Ghashghavi,
Deputy Foreign Minister of the I.R. Iran

Your Excellency Mr. Nazemi Ardakani,
Deputy Interior Minister and Head of National Organization for Civil Registration of the Islamic Republic of Iran

Distinguished delegates,
Ladies and gentlemen,

It is a great privilege for me to participate in the First Meeting of the Heads of ECO National Organizations/Centers of Civil Registration. I thank the Government of Islamic Republic of Iran particularly the Iranian National Organization for Civil Registration, for making excellent arrangements for this event and warm hospitality extended to the participants. I am grateful to the Honorable Minister for Interior of the Islamic Republic of Iran, Mr. Mohammad Najjar, for his personal support and cooperation. The presence of such distinguished delegates from the Member States symbolizes our collective recognition of the importance of the issue.

Excellencies,

Economic Cooperation Organization (ECO) is an intergovernmental regional organization, established for the purpose of promoting economic, technical and cultural cooperation among the Member States.

Despite its young age, ECO has developed into a thriving regional organization and its international stature is growing. Over the past 20 years the Member States have been collaborating to accelerate the pace of regional development through their common endeavors. Besides shared cultural and historic affinities, they have been able to use the existing infrastructural and business links to further fortify their resolve to transfer their hopes and aspirations into a tangible reality.
Ladies and gentlemen,

Although the priority areas of cooperation of ECO are Trade, Transport and Energy, however, any initiative towards cooperation in other areas is always welcomed by the Organization. Today, by holding this meeting we are initiating a new field of cooperation which is Civil Registration. The initiative would undoubtedly benefit individual Member States and the entire ECO region.

Excellencies,

The purpose of civil registration is to create legal documents and database regarding legal name, gender, family name, father/guardian name, identification mark, date of birth and other related information pertaining to the individual citizen of each country. Under civil registration every citizen has to have a NIC number and this number can be utilized for many activities such as getting driving license, passport, vehicle registration etc. in other words all information relating to the individuals are collected centrally and this data collection provides great help to the planners to plan the economic development strategies and law enforcing agencies to track down the criminals and terrorists. So we can safely say that data registration of people provides a good basis for making right social and economic decisions.

Excellencies,

This Meeting will provide opportunity for the distinguished participants to exchange their experience on important issues related to civil registration and associated services. The Meeting will consider the potential of information and communication technologies (ICT) to improve the efficiency of collection, compilation, sharing, dissemination, and analysis of data on vital events. Setting up of ECO Civil Registration Authorities Website is another proposal which may be discussed during the Meeting.

Excellencies,

At the end, I hope that in today's meeting we will be able to devise some understanding and cooperation in the field of civil registration. This cooperation will not only provide us opportunity to understand the system being operated in our countries but also we will learn from each other's experience.

Once again I would like to thank the host authorities for arranging this important meeting and making excellent arrangements for the participants. I wish a complete success to this meeting.

Thanking you.

*****
2. Deputy foreign Minister

The address of H.E Ghashghavi, Deputy foreign Minister for consular procedures, parliamentary and Iranian abroad affairs to be delivered in the meeting of heads Civil Organizations of ECO member states
(3rd Oct 2011_Tehran)

I bid my warm welcome to honorable guests and I wish you will have a pleasant stay in I.R.IRAN.

I am honored to attend the session of the heads of ECO member states Civil Organizations.

I also express my gratitude to H.E Nazemi Ardakani, Deputy Interior Minister and the Head of Iranian National Civil Organization, Director Generals and relevant experts to hold this conference.

New global conditions after post-cold war era totally has changed regionalism's essence in a way that information revolution and development of free trade system in international relations arising from Globalization led to shift of direction and nature of regional cooperation in line with securing the needs of different geographical regions and blocks.

That is why, from 1990s, we are witnessing an unprecedented growth of regional arrangements and developing countries gravitation towards new regional and trans-regional groupings.

Nowadays globalization is driving countries towards formation of regional groups and economic blocks based on cultural and religious proximities and geopolitical affiliations. In this regard balanced economic, political and social development of the region is one of effective mechanisms that all regional countries can take advantage from that.

ECO region also enjoys abundant geopolitical and demographic capacities. This region is place of 400 millions of people and is geographical heartland of the
world. Our region is bordering with some major markets like Europe, India, China, Russian Federation, strategic Persian Gulf and Oman Sea. With respect to historical geographical position of ECO, it always was used as the natural trade route between West and East (Silk Road). This region also affords rich natural resources including minerals, energy and agriculture.

ECO which was formed in line with new regionalism as full of different potentials for all-out cooperation. Though ECO is a young organization but it still continues to grow further.

Member states also during last 2 decades have experienced close cooperation and taken big steps towards regional development through their collective efforts.

Among the factors for success of ECO are project-oriented and specialized natures of its activities. It is our great pleasure to have this matter among the 21st ECO regional planning council's legislations in current year held in Tehran. We are confident that ECO member states will be experiencing tremendous growth in their regional cooperation in future through this approach.

As you know, meeting our desired goal that is securing welfare of our people is only attainable in spirits of real cooperation and interaction. Undoubtedly ECO enjoys numerous privileges and capacities that help member states to secure interests of their people. In historical and cultural terms, the region enjoys integrity whose geographical borders are consistent with its cultural and historical borders. In our perception popular exchange and interaction are the most significant regional strategies. That is why we sincerely call on all ECO countries to develop their consular cooperation and remove communication barriers between people. One of these privileges and capacities is member states cooperation to develop their consular relations and facilitation of 400 million people's interaction around the whole region. When it comes to I.R.IRAN we have always been harbinger of providing people with these consular facilities and visa cancelation I.R.IRAN also has started cooperation with ECO member
states to issue a uniform visa for foreigners who are intended to enter ECO territory and has prepared the grounds to that end.

There are some other initiatives in hand for ECO member states to cooperate on civil registration that come as follow,

- Set a unification procedure in issuance of ID documents
- Exchange of demographic information
- Acceptance of interregional documents authentication
- Acceptance of marriage registration

With respect to majority of Muslim population of ECO member states, I deem it necessary to express my thanks to I.R.IRAN National Civil Organization for its tremendous efforts to convene this high level conference and I do hope that conference like this helps synergy and exchange of experiences among member states.

Thank you for your patience

3. Interior Minister of I.R.of Iran

In the name of God
Statement of H.E.Mohammad Najar
Honorable Interior Minister of I.R.of Iran
In the opening of 1st session of the heads and Experts of National Organization for civil status Registration of ECO member states
(Tehran 3- 4 October – 2011)

At the outset, I wish to extend a welcome to all valued guests and distinguished audience, as well as honorable heads, director – generals and experts of organization for civil status Registration of ECO Members states.
It is truly rejoicing for me as Interior Minister of I.R. of Iran that see another gathering in ECO region which has provided a new opportunity for continuation of regional cooperation among ECO member states.

Dear friends:
We believe that regional cooperation is the best method for converging of states viewpoints in common issues and also experimental evidences confirm this matter.
Even globalization as a process or globalizing as a project weren't be able to meet the needs and expectations of their own defenders and in this regard as yet regionalism is being considered as the success process in International system which various regional processes and organizations confirm this claim.

Based on this belief and also necessities as a result of challenges and common goals in this significant geographical area of the world, Interior Ministers Meeting of ECO Member states convened in Tehran from 2005 and nowadays via changing to a regional entity within the framework of ECO, has made noticeable assistance in convergence among ECO region.
Although as before the goal of ECO founders is being insuring regional converging in the field of Economy, however the experience of other regions proved that without functional – technical cooperation, we aren't being able to pave the ground for economic development and by the same token, Interior Ministers Meeting precisely is being formed so that to secure the grounds of security stability would contribute towards Economic growth and sustainable development in the region.

The process of formation and continuation of this Meeting culminated in various functional – expert meetings that Ministry of Interior as the representative of I.R. of Iran, hosted and held many of such meetings including High Level Expert Group Meeting for fighting terrorism and transnational organized crime (HLEG), Expert Group Meeting (EGM), 1st Meeting of the Heads of Interpol of ECO members states, 1st Meeting of Border Commanders of ECO members states, and other meetings like this which held or will held in the near future which friend countries of ECO region are being resulted in effective and fruitful outcomes. To that end to provide grounds such as stability and security for Economic growth & development for ECO region.
Distinguished audience:
The current Meeting entitled "1st Meeting of the heads and experts of organization for civil status registration of ECO member states" avails another opportunity that we are being able to approach more and more the viewpoints of our countries towards concerned issues and to find common mechanisms for implementation of the said viewpoints.
I.R. of Iran's Organization for civil status registration, Due to exceeding its implementation perspectives, follows important goals that all of these goals play an important role and lay the ground of a vision that governance has the intention to full fill such goals.
Registration of vital events and migration, issuance of identity and nationality documents are among the most important of these activities which are being considered as the initial ground of organization for many governments works.
Civil status registration in I.R. of Iran is independent entity to be presided by the deputy of Interior Minister.
The function and duties that civil status registration are being undertaken, in addition to extent would play an important role in macro policy making.
Cooperation among ECO Member states in this field is being considered as an appropriate ground and opportunity so that via obtaining common modern methods, to promote the rate of assurance for nationality and indenting documents of citizens of ECO region. This action, as the first step lay the ground for many goals that Interior Ministers of ECO member states follow as before for combating illegal immigrations, human trafficking, migrants smuggling, terrorism, drugs, illegal cross and other concerned transnational organized crimes so that to tackle the security challenges mainly related with their own nationals and other nationals of ECO member states in their own territory. And in the next step lay the ground for legal movements (crosses) towards improvement of trade & Economic activities and businesses.

At the end, once again, I would like to thank all dear guests attended in this meeting, and wish a good stay for honorable delegations in IR. Of Iran: as well as external may gratitude to the chairman and colleagues of honorable organization for civil status registration in the capacity as the innovator and host of this meeting and would hope that such Meeting brings prosperity for the whole ECO region.
4. Iran Head of National Organizations for Civil Registration

Mr. Nazemi Ardakani

In the Name of God

First, I would like to extend my heartfelt welcome to the esteemed participants and dear guests to the 1st Meeting of the Heads of National Organizations/Centers for Civil Registration of the ECO Member States.

I also would like to thank ECO secretariat, Ministry of Foreign Affairs, Ministry of the Interior and my colleagues at National Organization for Civil Registration for organizing this conference and I do hope this will initiate an all-out effort for more collaboration among members.

In all countries and political systems, civil registration organizations are entrusted with the duty of registering vital events, developing demographic statistics and identity and citizenship documentation for citizens. No doubt, a balanced and sustainable development and progress could be accomplished through planning based on precise and accurate statistics particularly in terms of population and relevant changes. To be identified as local or foreign nationals, benefiting from the rights as reflected in law including political and civil rights such as participation in elections, submission of the case to courts, education and health requires having identity documents. On the other hand, to ensure fulfilling the legal duties for their citizens, the governments need to identify their local and foreign nationals in affairs such as military service, tax….

Fair distribution of resources and their optimum allocation, as well as planning and implementation of infrastructural plans in various economic, political, social, cultural and security areas do require having accurate information on population and its changes particularly in immigration arena.
In today’s world, the concept of national security has further developed from its original meaning; i.e. to be safe from military attacks and border invasions, into a wider notion that covers the living aspects of nations-states so as economic, political, social, and cultural security have become as important as military security. As security in this overall meaning has human infrastructure and both population and its changes play key and essential role in it, “Modern Civil Registration for Development and Security” has been chosen as the motto of this conference.

In the changing contemporary world that relies on the mutual relations of nations-states, achieving the goals and interests could be possible through regional and international cooperation and in the same way, only those governments and regions that have more suitable and expanded cooperation in issues and problems are more successful in progress, sustainable development and security. Since its establishment, ECO has been trying to have a proper share in the integrity of member states and to pave development ground of these countries through sincere collaboration of its members.

With respect to this important role of ECO and the role of knowledge of civil registration organizations in establishing a suitable ground for sustainable development and security of member states, the National Organization for Civil Registration of the Islamic Republic of Iran proposed to host the 1st Meeting of the Heads of National Organizations/Centers for Civil Registration of the ECO Member States and it was heartening that the proposal was welcomed by the secretariat and members.

The members initially approved some agenda items and will be discussed and deliberated in the meeting.
It seems that in line with the motto of the first meeting of heads of civil registrations organizations of member states, distinguished participants could discuss joint efforts and cooperation on the following topics:

- To register vital incidents of citizens and nationals of each member state in the specified deadlines with full coverage
- To issue identity documents with high security factors and lowering the risk of forgery and vulnerability
- To create and establish electronic civil registry through using modern technologies in receiving the incidents declaration, design and development of population database, registry, maintenance and updating the information, issuance of intelligent IDs for giving speed and precision in ascertaining the accuracy of citizens’ identity and providing prompt and proper services for them.

Having a one-century record of activity, benefiting from services of professional experts and modern facilities and technology, particularly in implementing electronic civil registry, the National Organization for Civil Registration of the Islamic Republic of Iran is prepare to cooperate with other members.

In conclusion, I appreciate your presence at this meeting and hope to witness more extensive, dynamic and effective cooperation among civil registration organizations of the ECO member states.
11. PowerPoint presentations (second stage)

A) NOCR History (presented by Mr. Karami)

Date of establishment: 1918
Law: first law: 1918, last law: 1997
Executive Regulations: proposed by Interior and Justice Ministries and approved by the Council of Ministers
The Supreme Council of NOCR: The highest source for passing the executive regulations of organizations

Missions

- Production & release of the Human demography
- Issuance & confirmation of ID & citizenship documents of Iranian
- Vital event Registration

Vision (perspective) in 2025 horizon

Learning, Effective, Systematic, Developmental, Successful to provide the Comprehensive E-services & release update statistics of demographical changes.
Organizational structure

Legal dead line of vital events registration & notification
All vital events, inside or outside the country, will be registered by civil status registration office
Vital events of abroad Iranian residents are being registered by abroad agencies or civil status registration office

Vital Events Registration Through
More than 1000 Gen. Dept. & Civil Status Agencies all over the country
In cooperation with: Notification Network (more than 50000 members) consist of:
Country Population Information Base

- 120 million Iranian records
- Registration of total vital events in data base through all general offices simultaneously
- VPN (virtual private network) of NOCR
- Inquiry possibility for about 100 executive system, simultaneously, to identify & confirm ID based on database

Non-governmental Sector Cooperation to Present Services Registration

- Doing non-sovereignty duties
- People’s high access to services
- Reduce the cost of public transportation & individuals expenses
- Launching more than 100 offices
- Increase the numbers of offices to more than 600 before the end of plan
E-Archive of Identity Documents

- Access to ID documents (birth-death) in each zone of country
- Impossible misuse of documents
- Speed in providing services & increase the customer satisfaction
- Reduce to use the paper documents & replace them by e-documents

Documents

- ID-Booklet
- Smart National ID card (in future)
- National ID card
- Birth – death certificate

National Number
Is a unique number, allocated to each person, ID holder & consist of 10 digits

SSS - NNNNNN -C

Geographical code  Serial number  Control code
Registered Events 1389

- Birth: 1,022,525
- Death: 308,908
- Divorce: 9,108
- Marriage: 96,305

Country Population In 2010

- Urban: 51,200,965 (52%)
- Rural: 36,090,117 (48%)
B) Turkey Presentation

Republic of Turkey
Ministry of Interior
General Directorate of Civil Registration and Nationality

CIVIL REGISTRATION TRANSACTIONS

Etem ACAR
Deputy General Director
AGENDA

» Civil Registration Records
» Sharing civil registration records in electronic form
» Implemented Projects

1. Central Civil Registration System (MERNIS)
2. Identity Information Sharing System (KPS)
3. Address Registration System (AKS)
4. Disaster Recovery Centre (FKM)

» Ongoing Projects
1 - Electronic Identity Card
2 - e-Citizenship
3 - Spatial Address Registration System
4 - Digital Archive Project

CIVIL REGISTRATION RECORDS

Civil registration records in Turkey are maintained on the basis of family registers. Family registers are comprised of records kept in the form of Province, District, Volume, Family sequence number (household) and the individual sequence number. In this format, in the family register each person has entries such as the Republic of Turkey identity number, the province, district, and village or neighbourhood of place of registration, the family sequence number, the individual sequence number, his name, surname, father's name, mother's name, place of birth, date of birth, sex, religion information, marital status, domicile address, as well as changes in vital events (marriage, divorce, acquisition of nationality, death, etc.).
The civil status events information contained in the family registers can be listed as follows.

1. **Birth and Acquisition of Nationality:** The first entry of the persons in the family register is done by birth or acquisition of Turkish nationality.

2. **Marriage:** Information related to marriage of persons is inscribed in the civil registers together with the date.

3. **Divorce:** Similarly to marriage, information related to divorce is also inscribed in the civil registers together with the date.

4. **Court Orders:** Courts orders regarding changes of civil status events of the person are also inscribed in the civil registers.

5. **Death:** In the case of death, this information is also entered in the civil registers together with the date of death.

The first population census in our country was carried out in 1904 and civil status records have been maintained in the above mentioned format ever since. Records of all individuals who have been citizens of the Republic of Turkey from that date to present are available and are maintained electronically in a central database.

The system which maintains civil status records in a central database is called MERNIS. Detailed information about MERNIS is given in the subsequent slides.

**SHARING CIVIL STATUS RECORDS IN ELECTRONIC FORM**

Civil status records kept in a central database are being shared electronically with every institution providing public services and require such information.
» What is Mernis?

It is a project where civil status records are kept in electronic form, the collected information is utilised in terms of public services and citizens and civil registration services are re-organised according to these principles.

>> Aims of Mernis

- To carry out civil registration transactions in computerised environment at the headquarters and in the districts in accordance with the civil registration legislation, and to set up a central database,

- To assign Republic of Turkey Identity Number to individuals,

- To roll out identity cards that are convenient to carry, difficult to forge and contemporary,

- To compile fast and reliable civil status and family statistics,

- To provide civil registration records in electronic form for the benefit of public institutions and agencies.
How was Mernis implemented?

- MERNIS idea was incepted in 1971.
- It was conceptualised as project by the State Planning Organisation in 1976.
- The project was awarded to Middle East Technical University in 1980.
- The civil registration application software was developed after setting up in 1990 the first civil registration database that can operate on-line in a centralised architecture.

1997

- The MERNIS project gained momentum after a management support agreement was signed with the United Nations Development Programme.
- Computers, databases and local area network infrastructure were installed in all districts.
- Districts were able to carry out independently all transactions using computers.

1998 - 2000

- A new software which could work on-line and ensure that civil registration transactions are carried out in a more detailed and controlled manner was developed and expanded to all districts.

How was Mernis implemented?

The process of assignment TR Identity Numbers simultaneously across Turkey was completed in 2000.

A Wide Area Network (WAN) covering all provinces and districts was set up in 2002, and civil registration transactions began to be carried out on-line after adopting de-centralised architecture.

Transition to centralised architecture was completed in 2007 and the servers located in the districts (923) were removed. In this way, all civil registration transactions could be recorded on-line in a single database.
Operation Transaction Numbers 2011

Transaction Numbers 2011

2011 Total Transaction: 49,297,466
**Mernis Interfaces**

A screen shot of registering a birth event in MERNIS.

>> **What is the TR Identity Number?**

- It is comprised of 11 digits that do not contain personal information. The last two digits of this number are check digits,

- There are no relationship among the Republic of Turkey Identity Numbers of family members.

- Every citizen of the Republic of Turkey shall be assigned an identity number,

- The Identity Number shall not contain personal information,

- The number shall be assigned automatically in electronic environment,

- The identity number cannot be changed.
>> Targets of the TR Identity Number

- To facilitate the access to every citizen’s information regarding civil registration, tax, health, military, social security, etc., areas through a single number,

- To prevent information duplication and confusion that may arise, and fraud,

- To enable merging information kept at two different locations using the Republic of Turkey Identity Number,

- To facilitate the life for citizens,

- To ensure that the service is delivered in a flawless, fast and secure way.

Identity Information Sharing System (KPS)

>> What is KPS?

It is a project which enables institutions to access on-line from the KPS Database up-to-date civil registration and address information held by the General Directorate of Civil Registration and Nationality in electronic form.
**Aims of KPS**

- To provide personal and address information maintained by the General Directorate of Civil Registration and Nationality for the use of institutions that need them.

- To improve the quality of the service.

- To reduce bureaucracy. (To abolish correspondence traffic among institutions, to increase the speed of transactions.)

- To ensure transparency, and institutional and citizen satisfaction.

**KPS Functionality**

Information which used to be obtained from the General Directorate of Civil Registration and Nationality with correspondence is now being obtained in electronic form.

*With add-ons to their own applications, institutions can:*

- Perform on-line enquiries,
- Verify the accuracy of the declared identity and civil status events information,
- Fill out the sections in their institutional applications automatically with data obtained from the KPS,
- Process in bulk, rather than individually, the information, which used to be obtained with correspondence, by developing applications.
**Query Services**

Queries via the Identity Information Sharing System can be performed using two different methods.

- **Web Pages**
  Institutional and agency users can perform queries and print out the results by entering the KPS Web pages.

- **Web Services (XML Infrastructure)**
  Institutions and agencies can access KPS Web Services and perform queries by adding add-ons to their own applications or by developing their own applications.

**Provided Services**

The following queries can be performed via the KPS:

- Personal information using the TR Identity Number,
- TR Identity Number using personal information,
- Identity information using information regarding the place of registration,
- Copy of Civil Registration Record,
- Address information.
• Bilateral protocol is signed between the General Directorate of Civil Registration and Nationality and the institution or agency which wants to use the services of KPS.

• In the authorisation section of this protocol, the following clauses regarding the access rights of institutions and agencies are set out:
  ▪ Which queries can be performed,
  ▪ What information can be accessed during these queries.

• All kinds of transactions performed via KPS are being logged.

>> Benefits
• The process of identity verification and obtaining up-to-date data, which used to be a long process for institutions, was reduced to seconds.

• On-line information sharing between institutions, which is one of the basic principles of e-Government, was implemented by KPS for the first time in our country.

• Data sharing among institutions which had different operating systems and softwares developed using different application tools was enabled without the need for additional investment.

• The need of requesting civil registration documents from citizens by the institutions was abolished.

>> Number of Institutional Users

<table>
<thead>
<tr>
<th>INSTITUTION TYPE</th>
<th>NUMBER</th>
<th>INSTITUTION TYPE</th>
<th>NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>GOVERNORSHIPS</td>
<td>64</td>
<td>UNIVERSITIES</td>
<td>107</td>
</tr>
<tr>
<td>DISTRICT GOVERNORSHIPS</td>
<td>424</td>
<td>HOSPITALS</td>
<td>180</td>
</tr>
<tr>
<td>PROVINCIAL DIRECTORATE OF CIVIL REGISTRATION</td>
<td>81</td>
<td>Military Prosecutor’s Offices</td>
<td>31</td>
</tr>
<tr>
<td>SPECIAL PROVINCIAL ADMINISTRATIONS</td>
<td>66</td>
<td>CHAMBERS OF AGRICULTURE</td>
<td>115</td>
</tr>
<tr>
<td>METROPOLITAN MUNICIPALITIES</td>
<td>16</td>
<td>OTHER INSTITUTIONS</td>
<td>526</td>
</tr>
<tr>
<td>MUNICIPALITIES</td>
<td>1785</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BANKS</td>
<td>48</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

GRAND TOTAL: 3,443
>> Usage According to Years

Address Registration System (AKS)

>> What Is AKS?

It is a project, developed based on the Civil Registration Services Law No 5490, which maintains electronically in a centralised system up-to-date domicile and other address information of Turkish nationals and foreigners settled in Turkey.
## Aims of AKS

- Efficient use of resources,
- **Fast and efficient provision of public services,**
- Setting up a single type of address information across the country,
- **Enabling instantaneous population census,**
- Compilation of reliable statistical information.

## AKS Functionality

- **Address Components:**
  - Ensuring standard form throughout the country,
  - Ensuring continuous update.

- **Persons:**
  - Recording domicile addresses of persons by matching with their corresponding address components,
  - Enabling continuous update.

- **Address components and address information:**
  - Enabling on-line sharing of address components and address information with institutions and agencies.

## Featured Functions and User Groups

<table>
<thead>
<tr>
<th>Numbering</th>
<th>Address Notification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipalities</td>
<td>District Civil Registration Offices</td>
</tr>
<tr>
<td>Special Provinical Administrations</td>
<td>Institutions Providing Address-Based Services</td>
</tr>
<tr>
<td>Organised Industrial Zones</td>
<td>Electronic Signature</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ADDRESS NOTIFICATION FORM</th>
<th>Address Verification</th>
</tr>
</thead>
<tbody>
<tr>
<td>In Person</td>
<td>Administrator</td>
</tr>
<tr>
<td>By Mail</td>
<td>Private Housing Owners</td>
</tr>
<tr>
<td>Electronic Signature</td>
<td>Mushtars</td>
</tr>
<tr>
<td></td>
<td>Law Enforcement Authority</td>
</tr>
</tbody>
</table>

**SHARING**

National Address Database
All institutions

Domicile Address Information
Public Institutions
WHAT IS FKM?

It was a project where a second data center was implemented in 2005. The aim was to ensure the continuity and the backup of the systems (Mernis, KPS, AKS) at the headquarters.

Both Ankara and FKM systems planned to work together clustered and load balanced using new software and hardware technologies with a distance of 300 km.

The project for the modernisation of the Disaster Recovery Centre which will ensure service continuity without causing any interruptions to services using the latest technological solutions has been developed and the works will be completed in 2011.
The Electronic Identity Card (TRID)

» From "Tezkiye" to the Identity Card

Devlet-i Aliye-i Osmaniye Tezkiresi: 1904
Identity Booklet: 1926
Identity Card (Paper-Based): 1976
REPUBLIC OF TURKEY Identity Card
Why Electronic Identity Card?

- To enable easy portability and durability
- To prevent counterfeiting, tampering and identity fraud
- To facilitate the life of our citizens by enabling faster service delivery in public institutions and agencies
- To support e-Government applications
- To act as a secure key unlocking the services delivered in electronic environment

Electronic Identity Card Piloting

The project was carried out as an R&D work together with TUBITAK and a piloting was conducted where 220,000 cards were rolled out to the whole population of Bolu province.

Tested Methods and Technologies in the Piloting

- CHIP: Contact and contactless
  - Market Chips
  - Native chip (UEKAE design)
- Smart Card Operating System: National operating systems (AKIS and UKIS)
- Card Material: 100% polycarbonate
- Printing: Laser engraving
- Biometric data: Fingerprints (and Finger Vein Authentication)
- Invitation Method: By post, cargo, announcement
- Roll out Models: Centralised, De-centralised and Mobile Systems
AUTHENTICATION METHODS

Depending on the type of the service, authentication methods at different security levels can be employed.

Comparison of the Printed Photograph with the Person
Authentication of the Identity Certificate
PIN Verification
Biometric Authentication
Biometrics + PIN Verification

Benefits of the Electronic ID Card for the Citizens

Citizens will be able to authenticate their identities using the card without having to carry with them different documents, cards, etc.

TR Identity Number application, a new period where single card - single PIN will begin.

Citizens will be protected against identity fraud.

E-Government services will be accessible using the identity card from any place with internet access (home, workplace, etc.)

The identity card can be used as a travel document.

Benefits of the Electronic ID Card for the Public Institutions

The identity card will reduce bureaucracy in the delivery of services to citizens by public institutions by supporting electronic business processes

The eligibility check of persons benefiting from the services will be carried out in a fast and secure manner

Cases of fraud, corruption and financial losses (social security, health, insurance, banking, etc.) stemming from inadequate person authentication will be reduced to a minimum

The number and quality of e-government services will increase due to the secure identity authentication provided by the identity card
» **Electronic Identity Card Feasibility Studies**

The equipment to be used in the production and personalisation of the card requires specialised manufacturing,

The country-wide roll out would require a 1 year supply and installation time with further 4 years for issuance,

as conclusion.


» **E-CITIZENSHIP SERVICES PROJECT**

One of the main objectives of this project is to enable carrying out electronically citizenship applications and transactions, including those made through the embassies. Another important objective of the project is to enable the registration in the MERNIS database of documents such as birth, marriage, divorce and rectification of records issued by other agencies.

The 1st phase of the project was completed as of the end of December 2010.

The 2nd phase of the project was tendered in 2011 and will be completed by the end of 2012.
SPATIAL ADDRESS REGISTRATION SYSTEM
MAKS

» Objectives of MAKS

With this project UAVT will work integrated with GIS. By this way UAVT can be used as GIS with other organizations.

This project planned to end in 2012

DIGITAL ARCHIVE PROJECT
DAP

» DIGITAL ARCHIVE PROJECT

The Electronic Archive Project aims to transfer civil registers and legal reference documents such as birth, death, marriage and divorce documents into electronic form and share them with other institutions.

R&D activities have been initiated and are planned to be completed in 2013.
C) Pakistan presentation

National Database & Registration Authority (NADRA)

Pakistan

Ali Arshad Hakeem
Chairman NADRA

Government of Pakistan
NADRA Headquarters, Islamabad

NADRA Organizational Framework
National Database & Registration Authority

434 Million Fingerprints
99 Million Facial Images
87 Million Identity Cards Issued
116 Million Identities Issued
427 Registration Centres; 10 Overseas
427 Registration Centres; 10 Overseas
202 Mobile Vans; 111 Semi-Mobile Units
Two data-centres 150 miles apart
1,000 servers and 8,000 computers

Registration Infrastructure & Identity Cards

<table>
<thead>
<tr>
<th>UNIT TYPE</th>
<th>NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration Centers</td>
<td>427</td>
</tr>
<tr>
<td>Semi-mobile units</td>
<td>111</td>
</tr>
<tr>
<td>Mobile Vans</td>
<td>202</td>
</tr>
<tr>
<td>Motorcycle and Manpack Units</td>
<td>71</td>
</tr>
<tr>
<td>Total</td>
<td>811</td>
</tr>
</tbody>
</table>

IDENTITY CARD HOLDERS (MILLIONS)

<table>
<thead>
<tr>
<th>Category</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Men</td>
<td>50.00</td>
</tr>
<tr>
<td>Women</td>
<td>37.00</td>
</tr>
<tr>
<td>Total</td>
<td>87.00</td>
</tr>
</tbody>
</table>
Citizen and Family numbering

Family: ZK4T45

Citizen: 12345-6789012-3

Demographic Profile

Family: AB1C23

Biometric Profile

Reaching Everyone

Registration Centres and Mobile Registration Vans

95
Reaching Everyone

Evolution of National Identification

NADRA represented a complete management shift from the old Registration Department. All management and registration functions were transferred to NADRA and its new team.

1947: No Notion of numbered Identity
1973: Manual Identity Cards
1998: Door to Door Registration
1999: National Data Warehouse and Network Infrastructure

1999: NADRA Established
Evolution of National Identification

2000
- Form-based Identity Card Application

2002
- Online biometric enrolment centres

2003
- Business Intelligence and Advanced Search Infrastructure

2004
- Online verification service
- Enforcement of Identity Cards as the national identification document

Evolution of National Identification

2004
- Face Recognition and Fingerprint Identification Systems

2005
- Self-service applications
  - NADRA Kiosk
  - Machine Readable Passports

2006-2008
- Export of technology and know-how
  - International projects

2011
- Smart Identity Cards
- Integrated Border Management System deployed
ID Cards through Ages

1973

2002

2011

NADRA’s Products

Identity Cards

National Identity Cards
87 Million

Identity Cards for Overseas Pakistanis
5 Million

Smart Identity Cards

Pakistan Origin Cards
105,156

IDs for Citizens with Special Needs
100,790

Smart Identity Cards for Overseas Pakistanis
NADRA’s Products

Birth & Death Certificates

Birth Certificate

Death Certificate

NADRA’s Products

Civil Registration Documents

Family Registration Certificates

Children Registration Certificates
NADRA’s Products
Marriage & Divorce Certificates

Marriage Certificate
Divorce Certificate

NADRA’s Products
Machine Readable Passports

Pakistan Passports 8.8 Million
Kenyan Passports 130000
Major Clients

Interior Ministry Pakistan  World Bank  Government of Punjab  Sudan

UNHCR  Asian Development Bank  Kenya  Bangladesh

Election Commission, Pakistan  Benazir Income Support Program  National Highway Authority  Nigeria

Major Challenges

- A critical customer base of over 170 million people demanding a zero error product.
- Age group from 18 to 111 years.
- Literacy level from totally illiterate to PhDs.
- Economical divide ranging from below poverty level to extremely rich.
- Data acquisition of the population with a literacy rate of 37.24%.
- 25 to 30% residing in areas with inadequate communication infrastructure.
- A Large Immigrant Population.
Fraud Detection

Muhammad Naeem    Afsur Ali Khan    Shaukat Ali Bajwa    Muzaffar Hussain

Muhammad Ali Akhtar    Mir Badshah    Mehar Nadeem    Sajidullah Butt

Immigrants

Izzat Ullah    Syed Taqqi    Habib ur Rehman    Khair Mohammad

Rehmat Ali    Abdul Hameed    Umar Jan    Mohammad Mir
Data Acquisition Challenges

Zakir Ullah, Peshawar
Fazal Mehmood, Mardan
Shakir Ali, Rawalpindi
Zia Ud Din, Attock

Same Individual

Biometric Acquisition Challenges

103
Risk Management Strategy

Identity Management Strategy

NADRA Identity Management System

Face Recognition  AFIS  Data Processing
Smart National Identity Cards

Higher Security

Card Security through Digital Certificates
Owner Security through Biometrics
Convenience to Citizens
Reduction in Identity Fraud
Capturing of the Informal Economy
Financial Inclusion

Services for Everyone
Financial
Social Protection
Loyalty Programs
Education and Healthcare

Smart National Identity Cards
Overseas Pakistanis

Higher Security

Card Security through Digital Certificates
Owner Security through Biometrics

Services
Savings (and Financial Services)
Hajj
Visa Free Entry
Life and Health Insurance
Loyalty Programs
Foreign Remittance Support

Convenience at Border Control
Security and Convenience in remitting money

Preferential treatment for Smart NICOP holders
Social Protection

Benazir Income Support Program

- Total Money Disbursed: 8.8 Billion
- Smart Cards Issued: 195,454
Social Protection
Watan Cards & IDP Card

Visa Cards Distributed: 1.72 Million
Total Money Distributed: Rs. 34 Billion

Visa Cards Activated: 396,653
Amount Withdrawn: Rs. 10,579,687,775

Improving Taxation

List of known taxpayers
NADRA Datawarehouse
Taxpayer profile

List of people who should be paying taxes
Taxpayer profile

Broadening the Tax Net
## Improving Electoral Rolls

**Improving the Electoral Rolls**

- No Missing Entries
- No Duplicate Entries
- No Inserted Entries
- After Using the Identity Database

### Table: Sample Electoral Roll Data

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone</th>
<th>Occupation</th>
<th>Date of Birth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ali</td>
<td>London</td>
<td>123456</td>
<td>Teacher</td>
<td>01/01/1980</td>
</tr>
<tr>
<td>Sarah</td>
<td>New York</td>
<td>654321</td>
<td>Lawyer</td>
<td>02/02/1979</td>
</tr>
<tr>
<td>John</td>
<td>LA</td>
<td>987654</td>
<td>Engineer</td>
<td>03/03/1981</td>
</tr>
<tr>
<td>Emma</td>
<td>Paris</td>
<td>456789</td>
<td>Doctor</td>
<td>04/04/1982</td>
</tr>
</tbody>
</table>

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*Note:* Sample data for demonstration purposes.
ECONOMIC COOPERATION ORGANIZATION (ECO)
SECRETARIAT
(TEHRAN)

Report of the
First Meeting of the Heads of
ECO National Civil Registration Organizations/Centers

(Tehran, 3-4 October 2011)
The First Meeting of Heads of National Civil Registration Organizations/Centers of ECO Member States was held on 3-4 October 2011 in Tehran, Islamic Republic of Iran, hosted by the Iranian National Organization for Civil Registration (NOCR). The meeting was attended by delegates of the Islamic Republic of Afghanistan, Republic of Azerbaijan, Islamic Republic of Iran (host), Kyrgyz Republic, Islamic Republic of Pakistan, Republic of Tajikistan and Republic of Turkey as well as the ECO Secretary General along with the relevant staff of the Secretariat. The list of participants is attached as Annex-I.

Agenda Item No. 1
Inauguration of the Meeting

The meeting started with the recitation from the Holy Quran and demonstration of Film giving introduction to the NORC. His Excellency Mr. Nazemi Ardakani, Deputy Interior Minister and Head of NOCR of the Islamic Republic of Iran delivered welcoming remarks. He welcomed the participants in Tehran. He said that a balanced and sustainable development and progress could be made through planning based on precise and accurate statistics particularly in population scope and the relevant changes. He said that the motto of the Meeting is "Modern Civil Registration - Pre-requisite for Security and Development". He further said that owing to one century of activities, benefiting from services of professional experts and having modern facilities and technology, particularly in implementing electric civil status registry, the
Civil Status Registration Organization of the Islamic Republic of Iran is ready to cooperate with other members, particularly the ECO Member States.

H.E. M. Yahya Maroofi, ECO Secretary General thanked the Government of the Islamic of Iran, particularly National Organization for Civil Registration (NOCR) for hosting and making excellent arrangement for this meeting. He specially thanked the Iranian Interior Minister for his personal support in organizing this event. He also highlighted the developments and achievements made by the Organization in the field of Trade, Transport and Energy. He said that by holding this meeting, we are initiating a new field of cooperation which is Civil Registration. The initiative would undoubtedly benefit individual Member States and the entire ECO region.

In his statement His Excellency Mr. Ghashghavi, Deputy Foreign Minister said that securing the welfare of our people is only attainable in spirits of real cooperation and interaction. While referring to the potential of the ECO region and the Economic Cooperation Organization itself, he called all the Member States to develop their consular cooperation and remove communication barriers between people. In this regards he proposed the initiatives to be taken by the ECO Member States to cooperate on civil registration including; i) set a unification procedure in issuance of ID documents; b) exchange of demographic information; c) acceptance of inter-regional documents authentication; d) acceptance of marriage registration. He also proposed the visa exemption for the people of the ECO Member States.

His Excellency Mr. Mohammad Najjar, Minister for Interior of the Islamic Republic of Iran made an inaugural statement. He highlighted the importance of regional cooperation. Keeping in view that the co-existence of economic development and peace and security, he referred to the regular ECO
Interior Ministerial Meetings. He said that the "First meeting of Heads of National Civil Registration Organizations of ECO Member States" is another opportunity through which we can better understand the viewpoints of our governments. Highlighting the functions of Civil Registration Organization, he said that it can play a main role in making marco-policies. He mentioned that upgrading the security features of ID documents will help the Member States to control illegal immigration, smuggling of human, smuggling of immigrants, terrorism, narcotics, unauthorized travels and other relevant organized crimes and solve security challenges of their citizens and citizens of other member countries at their territory.

On the sidelines of the Meeting an exhibition depicting the achievements historical background of the Iranian National Organization of Civil Registration was launched by the Interior Minister.

Copies of the statements made available to the Secretariat are attached as Annex. II.

Agenda Item No. 2
Election of the Chairman

In accordance with ECO’s Rules of Procedure, H.E. Mr. Ardakani, Head of National Organization for Civil Registration of the Islamic Republic of Iran, was unanimously elected as the Chairman of the Meeting. In his remarks, he expressed the hope that their deliberations would produce a useful and beneficial outcome for the Member States.

Agenda Item No. 3
Adoption of the Agenda
The meeting adopted the following agenda for its proceeding:

1. Inauguration of the Meeting
2. Election of the Chairperson
3. Adoption of the Agenda
4. Appointment of the Drafting Committee
5. Country Reports/Presentations by Heads of Delegation
6. Exchange of Experiences/Technical Know How and Best Practices on:
   f. Registration of vital events
   g. Production and release of Population Statistics and Information
   h. National Code (ID Number) and Smart Cards
   i. Promotion of Safety and Security Factors of Issued Documents
   j. Civil Status Registration and E-Government
7. Educational and Research Cooperation’s
8. Planning ECO National Registry Authorities Website
9. Any other business
10. Date and Venue of the next meeting
11. Adoption of the Report of the meeting
12. Vote of Thanks and Closing of the Meeting.

**Agenda No 4**
**Appointment of the Drafting Committee**

An open-ended Drafting Committee for preparation of the draft report of the Meeting was established comprising representatives from the ECO Secretariat and the host authorities.

**Agenda Item No. 5**
**Statements by the Heads of Delegation**

The Heads of delegation delivered their statements. While briefing the meeting about the historical background of the Civil Registration Authorities, they highlighted the organizational structure, objective, activities, future plans and projects and best practices applied in Civil Registration Organization of their respective countries. They also discussed the challenges being faced by these Organizations. They expressed their commitment to enhance cooperation among the organizations of the Member States and encouraged exchange of
information. Copies of the statements/presentations made available to the Secretariat, are placed as *Annex-III*.

**Agenda No. 6**  
**Exchange of Experiences/Technical Know How and Best Practices on:**

Under this agenda item the Meeting deliberated on the following topics and the participants shared their experiences and best practices in their respective countries. Texts of the presentations made during the deliberations are also attached *Annex-IV:

**a) Registration of vital events**

A presentation was made by the Iranian delegate (Mr. Esmaeli, Director General of Documents Identification of NOCR). In his presentation he explained the country-wide networks of vital events registration as well as notification. He also underlined the sources for vital events information in cities, villages and tribal areas and the tools of vital events announcement. He said that the NOCR is also utilizing the other existing urban and rural sources in addition to its own facilities. The meeting deliberated on the issue in details and participants from other Member States shared their experiences.

**b) Production and release of Population Statistics and Information**

A presentation was made by the Iranian delegate (Mr. Mahzoun, Director General of Demographic, Migration and Statistics of NOCR). He said that the production and release of population statistics is the third main mission of the NOCR. He elaborated the five macro goals of the subject. He also explained the future plans and programs which are under consideration. Specific Network
(VPN) presenting personal status registration services was also discussed. The presentation followed by the exchange of experiences by the other participants.

c) National Code (ID Number) and Smart Cards

A presentation on the subject was made by the Iranian Representative, Mr. Madanchian, and Consultant for Smart Card Project of NOCR. He explained the different stages of the issuance of national ID card, its objectives, features and applications.

d) Promotion of Safety and Security Factors of Issued Documents

A presentation was made by the Iranian delegate, Mr. Esmaeli, Director General of Documents Identification of NOCR, on the subject. He highlighted the possibilities of adulteration in the documents and focused on the methods of preventing the adulteration of ID documents. He also elaborated the security features of the ID Booklet for under and above 15 years Old Iranian subjects.

e) Civil Status Registration and E-Government

Mr. Madanchian, in a separate presentation discussed the role of NOCR in the E-Government. He explained the history and current situation towards the issuance of National Smart Card and its vital role in the E-Government. He also presented the layout of the smart card. The delegates from Pakistan and Turkey also shared their experiences in this matter.

The Heads of delegation was taken to Matiran Company, which is producing the Identity Documents, to witness the facilities.

Agenda Item No. 7
Educational and Research Co operations

The Iranian delegate Mr. Esmaeli, Director General of Identification, noted the importance of the civil registration and highlighted the need of acquainting the personnel of the Organizations of the Civil Registration with the state-of-the-art technology. He briefly introduced the research and educational centers affiliated to the Iranian NOCR. He also underlined the educational as well as research activities of the Center. He made some proposal including: educational and research cooperation in different fields, exchange of information and technology, holding common training courses in various levels and doing mutual or multilateral research projects or sharing the existing research results with other Member States. He requested the Member States to explore the possibilities of funding the common educational and research activities. The Islamic Republic of Iran has also proposed to exchange of delegations of trainers and trainees in different fields of Civil Registration among the ECO Member States. Text of presentation is attached at Annex-V.

After deliberations it was decided to establish a trilateral working group comprising of Iran, Pakistan and Turkey in collaboration with the ECO Secretariat to coordinate and identify the main headlines and topics for educational and research cooperation among the ECO Member States. The Working Group will also work out on finding the possible financial sources for materializing this proposal.

Meanwhile, the I.R. of Iran expressed its readiness to organize virtual training courses for the experts of the interested Member States.

Agenda Item No.8
Planning ECO National Registry Authorities Website
The Iranian delegate Mr. Mahzoun, Director General of Demographic and Migration and Statistics of the NOCR made a presentation on establishment of ECO National Registry Authorities Website. He also demonstrated the layout of the website and explained its different component. There were three proposals raised by Iran, Pakistan and ECO Secretariat regarding the mechanism of establishment of the website. It was agreed that the above Trilateral Working Group in coordination with the ECO Secretariat would consider all the suggestion and possibilities of the establishment of website and its contents and components. Text of presentation is attached at Annex-VI.

**Agenda No. 9**

Any other business

No matter was raised under this agenda item.

**Agenda No. 10**

Date, Venue and Agenda of the next meeting

It was decided that the meetings of the Heads of the ECO National Civil Registration Organizations would be held biannually.

The Meeting appreciated the kind offer of the Republic of Turkey to host the next meeting in Turkey in 2013. However, the ECO Secretariat will coordinate for final approval by the Turkish relevant authorities through diplomatic channel. The date and venue of the next meeting will be circulated to the Member States accordingly.

**Agenda No. 11**

Adoption of the report and recommendations

The meeting unanimously adopted its report.
The meeting concluded with a Vote of Thanks by the participating delegations, expressing deep appreciation for the warm hospitality extended by the Government of the Islamic Republic of Iran and the excellent arrangements made for the meeting. They also expressed their warm appreciation to the Chairman for guiding the deliberations to a successful conclusion.

The meeting also expressed thanks and appreciation to the ECO Secretariat for the preparation of the relevant documents and other valuable services to facilitate the work of the meeting.
12. **Recommendations**

The meeting after detailed deliberations agreed on the following recommendations:

- Underlined the importance of (i) on-time registration of vital events (ii) production of Identity Documents (iii) Production of population statistics & information and requested Iran, Pakistan and Turkey to be coordinators of these issues respectively and prepare some proposals for enhancement of cooperation in above areas to be presented to the next meeting of Heads of Civil Registration.

- Using of common statistical year book and datasheet

- Emphasized on the importance of access to the people for delivering the civil registration E-Services.

- Exchange of experience in order to update the address of the people of the Member States

- Exchange of documented experiences in the field of issuance of Smart-Card considering the biometric parameters.

- Conducting of study tours to witness the progress made by the member states in the field of issuing Smart-Card

- Holding of workshops, expert group meetings in the priority areas of Civil Registration

- Nominate the focal points (giving all contact details as address, telephone, mobile, fax and email etc) in the field of Civil Registration for
better coordination among the relevant authorities of the Member States. This information may kindly be conveyed to the ECO Secretariat latest by December 2011 for further circulation to the Member States.