

# **FINAL REPORT**

THE FIRST MEETING OF THE HEADS AND SENIORS OF NATIONAL ORGANISATIONS  
FOR CIVIL REGISTRATION OF MEMBER STATES OF OIC

TEHRAN, I.R. OF IRAN

15 - 17 APRIL 2013



**Ankara, April 2013**

## **I. BACKGROUND**

1. The First Meeting of the Heads and Seniors of National Organisations for Civil Registration (NOCR) of Member States of OIC was held in Tehran, Iran on 15 - 17 April 2013.
2. The main objectives of the Meeting were to discuss the modalities of closer collaboration in projects and programmes, as well as to draft a future action plan in the field of civil registration.

(The annotated agenda and programme of the Meeting is attached as Annex I).

## **II. ORGANISATION OF WORK**

### **A. Attendance**

3. The Meeting was attended by representatives of the following OIC Member Countries:
  - Islamic Republic of Afghanistan
  - Islamic Republic of Iran
  - Islamic Republic of Pakistan
  - Kingdom of Saudi Arabia
  - Kyrgyz Republic
  - People's Republic of Bangladesh
  - Republic of Azerbaijan
  - Republic of Cameroon
  - Republic of Iraq
  - Republic of Mozambique
  - Republic of Niger
  - Republic of Senegal
  - Republic of Turkey
  - State of Kuwait
  - State of Qatar
  - United Arab Emirates
4. The representatives of the following OIC institutions attended the Meeting as well:

- Statistical, Economic and Social Research and Training Centre for Islamic Countries (SESRIC)

(A copy of the List of Participants of the Meeting is attached as Annex II).

## **B. Documentation**

5. The documentation of the meeting consisted of the Draft Agenda and Programme and Information Note of the meeting.

### **Day 1: Monday, 15 April 2013**

## **III. OPENING SESSION**

6. The opening ceremony of the First Meeting of the Heads and Seniors of National Organisations for Civil Registration (NOCR) of Member States of OIC was held on 15 April 2013. Following the recitation from the Holy Quran, H. E. Dr Nazemi Ardakani, Deputy Minister of the Ministry of Interior and Head of National Organisation for Civil Registration of Iran welcomed the delegates of the civil registration institutions of the OIC Member States. He further stated that synergy of capacities and experiences in Islamic countries will provide a suitable ground for promoting civil registration coverage and e-government applications and in OIC Member Countries.

(A copy of the text of the Opening Statement of H. E. Dr Nazemi Ardakani, Deputy Minister of the Ministry of Interior and Head of National Organisation for Civil Registration of Iran, is attached as Annex III).

7. The statement of Prof Savas Alpay, Director General of SESRIC, was conveyed by Mr Huseyin Hakan Eryetli, Director of Training and Technical Cooperation Department. In his statement, Prof Alpay expressed his thanks to the delegates of the civil registration institutions of the OIC Member Countries for accepting this invitation and designating time to attend, and NOCR of the Ministry of Interior of Iran to host this important meeting. In his speech, Prof Alpay informed the participants on SESRIC and Vocational Education and Training Programme for the Member Countries of the Organisation of Islamic Cooperation (OIC-VET) activities in the field of statistics, agriculture, environment, health, economy, information and communication, poverty alleviation and several

initiatives in the field of tobacco, skill development and e-government and highlighted the importance of gathering authorities responsible for civil registration for the first time in OIC history. Stated that they have identified many potential cooperation areas among the civil registration institutions of OIC, Prof Alpay shared his belief that SESRIC, with its vast experience in initiating cooperation and collaboration, will support cooperation among civil registration institutions especially through its capacity building programmes and will also coordinate civil registration institutions in regard with the implementation of the outcomes of this meeting.

(A copy of the text of the Opening Statement of Prof Savas Alpay, Director General of SESRIC, is attached as Annex IV).

8. In his statement, H. E. Dr Ghashghavi, Deputy Minister of Foreign Affairs of Iran, welcomed all the delegates, and called upon the Member States to develop their consular cooperation and remove communication barriers between people. In this regard, he proposed the initiatives to be taken by the OIC Member Countries to cooperate on civil registration including; a) 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 underlined the importance of visa exemption for the people of the OIC Member Countries.
9. Moreover, H. E. Mr Abu Torabi, Deputy Speaker of Iran Parliament, made a statement at the opening session. He stated that moving towards efficient civil registration system is a key to produce smart ID cards and use e-government applications. He further emphasized that cooperation and collaboration among OIC Member Countries is crucial in the context of civil registration.

#### **IV. WORKING SESSIONS**

##### **Session I: Current Status and Country Reports**

10. The first session started with the adoption of the Draft Agenda of the First Meeting of the Heads and Seniors of NOCR of Member States of OIC and the meeting elected the Chairman, Vice-Chairman and the Rapporteur Countries. Iran and Qatar were elected as the Chairman and Vice-Chairman of the Meeting respectively. Iran and SESRIC were elected as the Drafting Committee for the Meeting.

11. The session continued with SESRIC's presentation on OIC-VET and SESRIC activities in regard with civil registration and e-government applications. Mr Efe Kerem Aydin (SESRIC) briefed the participants on the SESRIC's basic mandates which are statistics, research and training and technical cooperation and emphasized OIC-VET Programme, its Capacity Building Programmes (CaB) and initiatives in the field of Information and Communication Technologies (ICT) and E-Government. Mr Aydin especially pointed out the technical cooperation, expert missions and CaB activities of SESRIC in the field of e-government since 2009 and underlined that SESRIC has the capacity to cooperate and collaborate with the countries in the field of e-government and civil registration.
12. Afghanistan, Iran and Turkey were the Member Countries that presented their country reports in the first session. Mr Mir Abdul Rahman Maqool (Afghanistan) presented the country report of Afghanistan. He stated that Afghanistan has suffered from more than three decades of war and conflict and due to the war, most of infrastructures, especially the vital round and identity recording systems have been destroyed. He emphasized that Afghanistan would like to cooperate with the other countries to rebuild their civil registration system.
13. Iran presented its country report by showing a short-film which was prepared by the NOCR of Iran to brief participants on its history and activities. The video presented the historical background of the NOCR of Iran and highlighted the organisational structure, objective, activities, future plans and projects and best practices.
14. Turkey's country report was presented by Mr Etem Acar (Turkey). He briefed the participants about civil registration services of Turkey which are keeping registries, sharing registries in electronic environment and implemented and on-going projects. He mentioned some of the projects of Turkey such as The Central Civil Registration System (MERNIS) which was initiated in 1971 to computerise the civil registration processes in central and provincial units in compliance with the Civil Registration Legislation through construction of a central database. In regard with the ID Number of Turkey, he mentioned that it comprises of 11 digit numbers which does not contain any personal information. He also informed the participants on some of other projects such as Identity Information Sharing System (KPS), Address Registration System (AKS), Disaster Recovery Centre (FKM) and their interconnectedness with each other. He also emphasized their on-going

projects and future plans such as Spatial Address Registration System (MAKS) that will add a spatial character to the addresses and Digital Archiving Project (DAP) which enables the recognition of Turkish and Ottoman fonts through Optical Character Recognition (OCR) systems.

15. Mr Hasan Darwish (Iraq) gave an overview of Iraq in the context of status of civil registration system. He stated that Iraq has tried to complete civil registration system since 1987; however it has not started e-government applications yet. He informed that they have some regulations with regard to civil registration such as punishment to the people who does not inform the related authorities after the birth. He especially underlined the registration problems that are faced when an Iraqi citizen resides in another country. Lastly, he gave institutional information of civil registration authorities in Iraq and mentioned that they have 264 units for civil registration and 357 centres for issuing ID cards and birth certificates.
16. H. E. Dr Ardakani stated that sharing the country reports in this session will lead the countries to cooperate in the civil registration field and regarding the Iraqi citizens resides abroad he offered that Iran and Iraq can cooperate to provide these citizens a better future.
17. Representative from Qatar stated that nearly all OIC Member Countries issue ID cards and it is possible to share all our experiences especially in the context of inclusion of missing aspects while issuing. He mentioned that the legislation about civil registration issues should be shared among the Member Countries. Lastly, he emphasized the importance of extending the usage of national ID cards in the cross-border field by enabling the people of OIC to travel the Member Countries without passport.
18. H. E. Dr Ardakani stated that they also need the experiences of the OIC Member Countries and he expressed Iran's readiness for sharing the laws and regulations in the field of civil registration. He further added that there might be some commonalities and contradictions in the legislations, therefore, sharing would be beneficial and some OIC Member Countries may adopt their laws according to the shared and laws and regulations.

## **Session II: Exchange of Experience / Technical Know-How and Best Practices – Production and Release of Statistics**

19. Cameroon, Iran, Niger, Pakistan and Senegal were the countries that made their presentations in the second session.

20. Mr Christophe Bertrand Bitse Ekomo (Cameroon) presented marital status in Cameroon. After introducing the civil registration system briefly, Mr Ekomo underlined that their diplomatic units are also delegated to declare the vital events of Cameroon citizens abroad. He mentioned that there have been great modifications in the ID system of Cameroon and thus they need to train their personnel to keep up with the adjustments and enhance their capacities. He presented his gratitude to SESRIC for organising such a meeting, praised Iran and Turkey's progress and requested SESRIC to organise training programmes and study visits to assist those countries who are in transition towards a modernised civil registration system. He underlined that countries should share their experiences and knowledge since so many Member Countries need institutional changes. He expressed the importance of and need for appropriate training and investment and further emphasized that financing of all these projects is the most important part of the issue.
21. H. E. Dr Ardakani, Chairman, responded that all OIC Member Countries are ready to share their knowledge and experiences that they have faced in the transition processes.
22. Mr Huseyin Hakan Eryetli (SESRIC) stated that initiating a Capacity Building Programme (CaB) would be beneficial in this regard. He explained that SESRIC first designs a questionnaire and then circulates it to all OIC Member Countries with an aim to identify the needs and capacities. Then, SESRIC starts the CaB by sending one expert from one country to another by taking into account the language and regional similarities.
23. Mr Mahzoun (Iran) made a presentation on the production and release of population statistics which is the third main mission of the NOCR of Iran. He elaborated the five macro goals of department related to the production and release of population statistics. He also explained Specific Network (VPN) in personal status registration services and the future plans and programs which are under consideration. He emphasized the importance of production of statistics through civil registration system which will reflect demographic changes and pave the way of development of special demographic planning.
24. H. E. Dr Ardakani, the Chairman, further added that the NOCR of Iran presents all of these statistics and data are free of charge.
25. Mr Hama Goumeye (Niger) made a presentation to explain the problems faced by people of Niger. He stated that they have realised a transition period but the outcomes are not very successful. He emphasized that political motivations in Niger is not enough to make the

necessary arrangements. He expressed Niger's desire to build centres and institutions in the context of civil registration and underlined that for Niger it should be started from beginning and authorisation and computerisation steps should be completed sequentially.

26. Mr Syed Mushabir Hussain (Pakistan) made a presentation to introduce Pakistan Civil Registration Authority and current status of the country in the context of civil registration. First, he introduced National Database & Registration Authority (NADRA). He highlighted that approximately 94 Million Pakistani people have been registered to the system which corresponds 73% of the total population. He further informed participants about structural and organisational system of the NADRA. Besides, he underlined that they had an electoral rolls experience in which 81 Million people used NADRA's Database. He further explained future plans and projects of Pakistan such as e-voting for overseas Pakistanis, integrated border management system, pension disbursement, criminal database (Watch List) and integration of D.N.A with civil registration system.
27. Mr Danilo Momade Bay (Mozambique) directed some questions on transition towards smart ID card systems, civil registration coverage and jurisdiction area of civil registration institutions of other Member Countries. He stated that in Mozambique, civil registration is under Ministry of Justice and ID cards section is under Ministry of Interior.
28. Iran representatives responded that the NOCR of Iran is under the Ministry of Interior and it does not have any problems about legal preservations. H. E. Dr Nazemi added that in administration point of view they are independent and stated that head of NOCR is also Deputy Minister of Interior.
29. Iran further stated that some of the elements of civil registration may belong to Ministry of Justice, for instance, in some cases they use DNA samples to detect the real age of a person. In addition to explanations of Iran, countries such as Afghanistan, Iraq and Mozambique shared their experiences on falsifying ID documents.
30. Mr Hama Goumeye (Niger) asked Cameroon how a person outside the country can register to the system when there is no embassy of his / her country. Mr Ekomo (Cameroon) replied that he / she can apply to the consular sections within six months period and indicated that there are officials who are dealing with these issues.

### **Session III: National ID and Smart Cards and Population Data Centres**



31. Ms Dieh Mandiaye Ba Deme (Senegal) made a presentation to share the experiences of Senegal in the context of civil registration. She stated that they have already prepared questionnaire for SESRIC and indicated that they need to have a national programme improving the capacity of their civil registration system.
32. A presentation on the subject of the session was made by the Iranian Representatives, Mr Tharighat and Mr Madanchian, Consultant for Smart Card Project of NOCR of Iran. He explained the different stages of the issuance of national ID card, its objectives, features and applications.
33. Mr Mustafa Oztas (Turkey) made a presentation on Electronic Identity Card Project of Turkey. He explained the studies that were held during the preparation stage through a pilot study of issuing 220.000 cards for a province in Turkey and underlined that the operating system is completely national. He informed the participants that they will start to deliver ID card late this year; however, it will take three years to reach whole population (76 Million). Lastly, he mentioned the advantages of the electronic ID card and biometric validation.

## **Day 2: Tuesday, 16 April 2013**

### **Session IV: Safety and Security Issues**

34. At the beginning of the fourth session, Mr Eryetli briefed participants on the smart card and security systems in Turkey. He stated that infrastructure of e-signature for the smart card was designed by the Turkish Scientific and Technical Research Institute (TÜBİTAK) and some other private companies. He underlined the importance of having biometric and fingerprint encryption and establishing a national operating system for security and sustainability.
35. H. E. Dr Ardakani added that some OIC Member Countries finished the preparations for smart card and underlined that all Member Countries should share their experiences in order to facilitate the transition towards smart card systems.
36. In his presentation, Mr Bhuiyan Shafiqul Islam (Bangladesh) stated that birth and death registration is regarded as very important in Bangladesh and emphasized that only the successful establishment of this system will pave the way for the smart cards. He

mentioned the unsuccessful story of implementation of British regulation related to the civil registration since 1873 and indicated the success of their new rule which has been in force since 2006. He underlined that they have registered 155 Million people through 2012 and added that the whole sustainability depends on the collaboration of the institutions related to health, law enforcers and various NGOs. He expressed his desire that they expect to issue birth certificates in 45 days and make election rolls and census automatically from the database of civil registration in the future.

37. A presentation was made by the Iranian delegate, Mr Esmaeli, Director of Documents Identification of the NOCR of Iran, on the subject of the session. He highlighted the possibilities of adulteration in the documents and focused on the methods of preventing the adulteration. He also elaborated the security features of the ID Booklet. Lastly, he explained the technical features and security precautions of the ID Documents.
38. Mr Hasan Darwish Talib Dhahire (Iraq) mentioned the tragedy of the stateless people which corresponds to approximately 43 Million people throughout the world. Stated that the issue is very eminent since they are exempted from education, employment and marriage, Mr Darwish recommended OIC Member Countries to take the necessary measures to issue ID cards for them.
39. Mr Danilo Momade Bay (Mozambique) questioned whether can they import special inks for the ID Cards from Iran or not and asked how will they transform their systems in electronic ID cards smoothly, taking into account the high speed of the technological changes.
40. Mr Hama Goumeye stated that they should have feasibility studies in order to extract appropriate data and questioned what kind of measures have been taken to register people to the system and undertake elections. Senegal joined to the discussion by raising the issue on increasing the security with fingerprints and biometrics.
41. Qatar representative responded Iraq's question about stateless people and declared that they have the same problem; however, they issue them a special ID card to enable them to benefit from the government services. In addition, Qatar representative maintained that there should be a single card to be given any person in the OIC Member Countries instead

of having several cards. Iran joined to this discussion by indicating the importance of having a single and multifunctional smart card which covers non-citizens also.

42. Syed Mushabir Husein (Pakistan) responded Mozambique's question on immigration to new from old system and stated that for the systems on manual documents the first step should be computerisation of all the registrations made before. Mr Aydin (SESRIC) joined to this discussion and stated that since SESRIC has experiences in model transfer and establishing networks, therefore it can provide necessary cooperation and collaboration among OIC Member Countries in the transition and implementation periods. He continued that if this meeting continues in the following years, the transition of the OIC Member Countries to the new, computerised system will be a lot easier.

43. Regarding the election question of Niger, Qatar and Iran explained how they use their databases for the elections. Qatar representative re-emphasized the importance of exchanging laws and regulations of the OIC Member Countries in the context of civil registration to enable all Member Countries learn from each other.

#### **Session V: Discussion on Educational and Research Cooperation**

44. The Iranian delegate Mr Mohammad Jalil Saeli, Director General of Educational & Research Centre of the NOCR of Iran, noted the importance of the civil registration and highlighted the need of acquainting the personnel of the NOCR with the state-of-the-art technology. He briefly introduced the research and educational centres affiliated to the Iranian NOCR. He also underlined the educational as well as research activities of the Centre. He made some proposals including educational and research cooperation in various fields, exchange of information and technology, holding common training courses and projects in various levels and doing mutual or multilateral research projects or sharing the existing research results with other Member States. Iran has also proposed to exchange of delegations of trainers and trainees and organise virtual training courses in various fields of civil registration among the OIC Member Countries.

45. Mr Malek Ben Amara (Tunisia) made a presentation on the current status of his country. He briefed participants about the civil registration system in Tunisia and identified the stakeholders such as municipalities and local bodies. He stated that the system in Tunisia is also bounded to the Ministry of Interior and Ministry of Judicial Affairs. He underlined

that recent years they have moved a centralised database to overcome the difficulties of bureaucracy and maintained that they are about the issue the smart cards. He informed the participants about forgery and falsifying that Ministry of Interior, Municipalities and Ministry of Judicial Affairs work together to prevent such events. In addition, he mentioned their national education and training centre that they have operated since 1994.

46. Mr Aydin (SESRIC) indicated that since SESRIC is a main statistical body of the OIC there should be put special emphasis to the statistic's relation with the civil registration. He stated that civil registration systems also serve as a source of statistical data, therefore, we should design and establish a civil registration system according to the available international standards including the UN methodological handbooks and recommendations. He also maintained that in establishment of a civil registration system, its relation with other administrative registers or registration systems like social security, health, education, and labour should be considered in order to ensure its communication with other registry systems. Within this respect, an expert group meeting can be organised with the participation of statistical and civil registration experts in collaboration with the related regional and international institutions in order to understand the link between populations related statistics and civil registration system as well as discuss the country practices in depth in this respect to identify the applicability of Register Based-Census Approach.

#### **Session VI: Design of the Civil Registration Management Website, Next Steps and Action Points**

47. The Iranian delegate Mrs Tazarvi, Director of IT of the NOCR of Iran made a presentation on establishment of OIC National Registration Authorities Website. She also demonstrated the layout of the website and explained its different components. In addition, she discussed the issues of technical and content support. Mozambique suggested that there should be country profiles of each OIC Member Country at the website.
48. Mr Eryetli (SESRIC) welcomed the suggestion to cooperate with NOCR of OIC Member Countries in regard with the website and maintained that SESRIC should host it. However, he underlined that user management, data update and country profiles (short snapshot of the country) should be taken into account when designing such a website. He stated that

Member Countries should assist SESRIC while developing the website and then, SESRIC can coordinate the content through communicating with the OIC Member Countries. In this regard, Kuwait supported SESRIC and stated that this project will be unsuccessful unless the Member Countries cooperate and added that website should be equipped with the best hardware and software.

49. Mr Eryetli asked NOCR of OIC Member Countries to assign National Focal Points to coordinate the activities in the context of OIC civil registration website and capacity building programmes.

50. The meeting all welcomed the ideas on the website and reach a consensus on design and contents of it.

51. Qatar representative asked Iran to send a guideline regarding the training courses that NOCR of Iran offers.

52. Mr Eryetli explained the process of SESRIC Capacity Building Programmes to cover the question of Qatar and other delegates. He informed the participants that SESRIC's insight is to transfer the capacities from one country to another. He gave details as follows: First, SESRIC identifies the countries which have experts and experience. Then, we design a questionnaire, deliver it to the Member Countries, and after receiving the responses we begin twinning. We generally send the expert to the country that needs the training. However, if it is necessary, some trainees may go the experienced country to have a study visit. Mr Eryetli emphasized that this system has been shown as an example in international arena due to its cost effectiveness and simplicity.

53. As a part of the programme, site visits to NOCR of Iran and some private companies were organised in order to see the practices in the field.

### **Day 3: Wednesday, 17 April 2013**

#### **Closing Session: Wrapping up the meeting, next meeting arrangements and adoption of the Final Document**

54. The Closing Session of the First Meeting of the Heads and Seniors of NOCR of Member States of OIC was held on 17 April 2013. The meeting decided to have the next gathering

for the second quarter of 2014. The participants expressed their appreciation to SESRIC, NOCR of Iran, interpreters for their organisation and valuable contribution to the First Meeting and declared a final communique for future cooperation.

Annex I

The annotated agenda and programme of the Meeting

Annex II

List of Participants to the First Meeting of the Heads and Seniors of National Organisations for Civil Registration (NOCR) of Member States of OIC

Annex III

Opening Statement of H.E. Dr Nazemi Ardakani, Deputy Minister of the Ministry of Interior and Head of National Organisation for Civil Registration of Iran

Annex IV

Opening Statement of Prof Savas Alpay, Director General of SESRIC

Annex V

Final Communique

## Annex I

### Programme of the First Meeting of the Heads and Seniors of NOCR of Member States of OIC

Tehran, Iran  
15 - 17 April 2013

#### Day 1

| Time          | Activity  | Remarks                          |
|---------------|---|----------------------------------|
| 09:00 – 09:30 | Registration of participants  |                                  |
| 09:30 – 10:30 | <b>Opening Session:</b>   |                                  |
|               | <ul style="list-style-type: none"><li>• Recitation of Holy Quran</li></ul>  |                                  |
|               | <ul style="list-style-type: none"><li>• Welcoming statements by NOCR Head</li></ul>                                 | Dr Nazemi Ardakani               |
|               | <ul style="list-style-type: none"><li>• Statement by SESRIC Director General</li></ul>                              | Prof Savas Alpaly                |
|               | <ul style="list-style-type: none"><li>• Statement by Deputy Foreign Minister</li></ul>                              | Dr Ghashghavi                    |
|               | <ul style="list-style-type: none"><li>• Statement by Deputy Speaker of Iran Parliament</li></ul>                    | Mr Abu Torabi                    |
| 10:30 – 11:00 | <i>Tea/Coffee Break</i>   |                                  |
| 11:00 – 13:00 | <b>Session I: Current Status and Country Reports</b>  |                                  |
|               | <ul style="list-style-type: none"><li>• Election of the Chairman, Vice Chairman and Drafting Committee</li></ul>    |                                  |
|               | <ul style="list-style-type: none"><li>• Adoption of the Draft Agenda and Programme</li></ul>                        |                                  |
|               | <ul style="list-style-type: none"><li>• SESRIC's presentation on E-Gov. initiative</li></ul>                        |                                  |
|               | <ul style="list-style-type: none"><li>• Country Reports / Presentations by representatives of Delegations</li></ul> | <b>Afghanistan, Iran, Turkey</b> |
|               | <ul style="list-style-type: none"><li>• Presentations / Comments / Proposals of</li></ul>                           |                                  |



|               |   |   |
|---------------|---|---|
|               | Participants  |   |
| 13:00 – 14:30 | <i>Lunch / Prayers</i>  |   |
| 14:30 – 16:30 | <b>Session II: Exchange of Experience / Technical Know-How and Best Practices – Production and Release of Statistics</b>  |   |
|               | <ul style="list-style-type: none"> <li>• Presentations by Delegations</li> <li>• Comments / Proposals by Delegation &amp; OIC Institutions</li> </ul>   | <b>Cameroon, Iran, Niger, Pakistan, Senegal</b> |
| 16:30 – 17:00 | <i>Tea/Coffee Break</i>   |   |
| 17:00 – 18:30 | <b>Session III: National ID and Smart Cards and Population Data Centres</b>   |   |
|               | <ul style="list-style-type: none"> <li>• Presentations by Delegations</li> <li>• Comments / Proposals by NFPs &amp; OIC Institutions</li> <li>• Wrapping up the first day of the meeting</li> </ul> | <b>Iran, Turkey</b>                             |
| 19:00 – 20:30 | <b>Visit to Milad Tower</b>   |   |

## Day 2

|               |  |                             |
|---------------|--|-----------------------------|
| 09:30 – 11:00 | <b>Session IV: Safety and Security Issues</b>  |                             |
|               | <ul style="list-style-type: none"><li>• Sharing Best Practices and challenges by Delegations</li><li>• Comments / Proposals by NFPs &amp; OIC Institutions</li></ul> | <b>Bangladesh,<br/>Iran</b> |
| 11:00 – 11:15 | <i>Tea/Coffee Break</i>  |                             |
| 11:15 – 12:30 | <b>Session V: Discussion on Educational and Research Cooperation</b>   |                             |
|               | <ul style="list-style-type: none"><li>• Presentation by Participants</li><li>• Comments / Proposals of Delegations &amp; OIC Institutions</li></ul>                  | <b>Iran,<br/>Tunisia</b>    |
| 12:30 – 14:00 | <i>Lunch / Prayers</i>   |                             |
| 14:00 – 16:00 | <b>Session VI: Civil Registration Management Web design, Next Steps and Action Points</b>  |                             |
|               | <ul style="list-style-type: none"><li>• Group activities</li><li>• Comments / Proposal by Participants &amp; OIC Institutions</li></ul>                              | <b>Iran</b>                 |
| 17:00 – 19:30 | <b>Field Visit to the NOCR of Iran</b>   |                             |
|               | <ul style="list-style-type: none"><li>• Propositions by Participants</li><li>• Wrapping up the second day of the meeting</li></ul>                                   |                             |
| 20:00 – 22:00 | <b>Official Dinner</b>   |                             |

### Day 3

|               |   |  |
|---------------|---|--|
| 9:30 – 11:30  | <b>Closing Session: Wrapping up the meeting, next meeting arrangements and adoption of the Final Document</b>   |  |
|               | <ul style="list-style-type: none"><li>• SESRIC's Reading the Recommendations discussed during the First NOCR Meeting</li><li>• Adoption of the Final Document</li><li>• Closing Statements</li><li>• Date and venue of the Second Meeting of the Heads and Seniors of NOCR of member states of OIC</li><li>• Any other business</li></ul> |  |
| 11:30 – 12:00 | <i>Tea/Coffee Break</i>   |  |
| 12:00 – 16:00 | <b>Field Visit to MATIRAN</b>   |  |
| 16:00 – 17:30 | <b>Free Time</b>  |  |

### Day 4

Departures from Iran

## Annex II

### List of Participants to the First Meeting of the Heads and Seniors of National Organisations for Civil Registration (NOCR) of Member States of OIC

15-17 April 2013  
Tehran, Islamic Republic of Iran

#### A. OIC MEMBER COUNTRIES

**ISLAMIC REPUBLIC OF AFGHANISTAN:** *Mr Mir Abdul Rahman Maqool*, Director General, Civil Registration and Foreigner Affairs, Ministry of Interior; *Mr Muhammad Karim Sayghani*, Director General, Assessment and Analysing department, Ministry of Interior

**ISLAMIC REPUBLIC OF IRAN:** *H. E. Dr Nazemi Ardakani*, Deputy Minister of the Ministry of Interior and Head of NOCR of Iran

**ISLAMIC REPUBLIC OF PAKISTAN:** *Mr Syed Mushabir Hussain*, Director Technical, National Data Warehouse (NADRA)

**KINGDOM OF SAUDI ARABIA:**

**KYRGYZ REPUBLIC:** *Mr Timurbek Chokmorov*, Chief Inspector, State Registration Service

**PEOPLE'S REPUBLIC OF BANGLADESH:** *Mr Bhuiyan Shafiqul Islam*, Secretary, Planning Division, Ministry of Planning

**REPUBLIC OF AZERBAIJAN:** *Mr Movlanov Adigozal*, Head of Department; *Mr Ahmadov Anar*, Head of Department, Civil Registration Authority, Ministry of Justice

**REPUBLIC OF CAMEROON:** *Mr Christophe Bertrand Bitse Ekomo*, Head of Service, Ministry of External Relations

**REPUBLIC OF IRAQ:** *Mr Hasan Darwish Talib Dhahire*

**REPUBLIC OF MOZAMBIQUE:** *Mr Danilo Momade Bay*, Provincial Director, Ministry of Justice

**REPUBLIC OF NIGER:** *Mr Hama Goumeye*, Administrative Director

**REPUBLIC OF SENEGAL:** *Ms Dieh Mandiaye Ba Deme*, Director General, National Centre for Civil Registration

**REPUBLIC OF TURKEY:** *Mr Etem Acar*, Deputy Director General; *Mr Mustafa Oztas*, Head of Department, Directorate General of Population and Citizenship Affairs, Ministry of Interior

**STATE OF KUWAIT:** *Mr Jasim M. Al-Mithen*, Director General, Card Production & Distribution

**STATE OF QATAR:** *Mr Abdellah Saad Al-Boenayne*, Director, Nationality and Travel Documents Department; *Mr Salem Saqr Al-merikhi*, Deputy Director, Legal Affairs Department; *Mr Khaled Hamad Abdellah Assbiei*, Lieutenant, Nationality and Travel Documents Department

**UNITED ARAB EMIRATES:** *Mr Shukri Ali Albraiki*, Director, Civil registration department in the Emirates Identity Authority (Head of Delegation); *Dr Khaled Ahmed Almola*, Minister

#### **B. OIC INSTITUTIONS**

**SESRIC:** *Mr Hüseyin Hakan Eryetli*, Director, Training and Technical Cooperation Department, *Mr Efe Kerem Aydin*, Program Coordinator, Training and Technical Cooperation Department

### **Annex III**

## **Opening Statement of H.E. Dr Nazemi Ardakani, Deputy Minister of the Ministry of Interior and Head of National Organisation for Civil Registration of Iran**

**15-17 April 2013  
Tehran, Islamic Republic of Iran**

In the Name of God

Honourable directors, managers and experts of Civil Status Registration Organizations of Islamic Conference Members

Greeting

Thank you for attending in this meeting and I am pleased of having the honour of hosting you. My colleagues and I appreciate your participation.

I start with expressing hope for more interactions of Islamic countries for realizing a safe world and a suitable ground for the improvement and perfection of humankind.

We believe that synergy of capacities and experiences in Islamic countries, will provide a suitable ground for promoting government in organization's member countries and prepare grounds for offering a good Islamic government model. The goal of this meeting, as the Civil Status Organization is proud of it- is to make grounds for the realization of this great goal.

I would like to inform that in this meeting, Iranian Organization has benefitted from the contributions and assistances of the Statistics, Economy, Social, Research and Education Centre (SESRIC) of Organisation of Islamic Cooperation.

Furthermore, the Civil Status Registration Organization has already held the Conference of Heads and Experts of Civil Status Registry of OIC member countries, followed by holding educational course in Tehran. In addition, it has hosted the Meeting of Ambassadors and Representatives of OIC member countries.

In this regards, I would like to share you the recent years achievements of Civil Status Registration Organization of the Islamic Republic of Iran.

I feel obliged to inform that the Iranian organization has been passing through its procedural, structural and functional modernization path in recent years and is heading towards being introduced as a good and advanced organization.

The Iranian Civil Status Registration Organization as a governmental and sub-structural organization has the duty of:

- Registry of the four vital events
- Issuance of ID. Documents for Iranians across the country and in world
- Production and release of population statistics and immigration information

One of the important functions of this Organization is to play role in determining and confirming identity. It is based on this function that Civil Status Registration Organization is considered as governmental and authoritative organizations. In addition, changes in the process of entering the name and surname, changes in titles...are engineered via Civil Status Registration Organization. Furthermore, official documents that are issued by Civil Status Registration Organization such as birth certificate and national ID. Card not only indicates the personal identity of the Iranians, but also it shows the collective identify of the country in uniform and single documents that are distinguishable from identity documents of other countries.

Another special task of this organization is to help in promoting the efficiency of the government. In this regards, the first and most important subject is the need to human information and statistics which is produced and released by Civil Status Registration Organization.

In addition, entry to the E-government era; too, requires confirming the individuals' identity in virtual space and intelligent national ID is the key to this task. By recognizing that necessity on time, the Civil Status Registration Organization has taken measures to perform this highly important and strategic task.

#### **Modernization period:**

Modernization era of this Organization has been started in recent years and is reaching its final stages with high acceleration and its conclusion will introduce this organization as an advanced organization.

In the procedural, structural and functional modernization period of the Civil Status Registration Organization, authenticity of identity documents is the most important and core of principles and designing changes is performed based on the priority of this important principal.

Authenticity is the important chapter of services of this organization and in modernization chapter; it is the significant distinction of this organization with many counter regional and international organizations and its similarity with advanced and pioneer organizations around the world. National intelligent card as the icon of this functional change is the key and gate to enter into E-government.

Another important issue in modernization of Civil Status Registration Organization is facilitation of receiving services by people and observing clients' rights.

### **What happened in modernization period?**

In this connection:

- In vital event registry area, despite the vast area of the country, the statistics show that around 96% of birth events and 94.5% of deaths are registered within the legal deadline of 15 and 10 days; however, measures have been taken to intensify requirement for registry of events in legal deadline.
- In application of demographic information base of the country as the most important identification source in Iran, there are more than 80 online links to this base and their executive operations including identity confirmation and search is performed property and fast with no need to paper documents.
- For the improvement of safety and protection factors in handling document and papers issuance and to issue in mechanized form, so far, all identity cards (birth certificates) are printed by considering security characteristics with high safety level in one hundred per cent mechanized way.
- Regarding the production and publication of demographic and population statistics and information too, the Civil Status Registration Organization has recognized this critical need and has performed good activities in the registry, analysis and releasing



demographic statistics in the country to meet the statistical demands of this section and prevent multiple sources in releasing statistics, its problems and large costs of collecting statistics and information, and to create an updated and comprehensive statistics to be used in different fields of health, economy, social, welfare, cultural...

- By aiming at providing a ground to share information of offices for the purpose of expanding effective and fast services, the electronic archive of ID. Documents, the Iranian organization has designed and implemented electronic archive of documents (including birth and death certificates) and by operation of that archive and establishing electronic link network, all departments will have access to each other's documents and services could be provided with no need to the local civil status registration office that issued the identity card and merely through the referred department. In addition, we could enjoy promoting safety factor and documents security. This has led to the updating, precision and facilitation in service provision by the Civil Status Registration Organization and promotes this organization into an E-organization.
- Development of assigning activities to non-governmental sectors; in this regards, to expand people's access to civil status registration services, the Civil Status Registration Organization of Iran, in collaboration with private sector has established national ID. Electronic service counters.
- Completion of demographic information base (Data Centre)
- Establishment of terminal for change in address in country for the registry of in-bound movements or local migration and immigration to abroad, and to provide place-core statistics
- Electronic registry of marriage and divorce events
- Removal the judiciary aspects from some of the civil status registration services
- Providing electronic services
- Presently, various ID services are available for the Iranian inside and outside the country through website of Civil Status Registration Organization.

- To absorb social participation and popular institutes collaboration in registry of events; for this purpose, the network for declaring vital events registry with the participation of executive agents of governmental entities in rural and tribal regions such as health houses, district governors, teachers, post offices, rural and tribal cooperatives and in regions with no such representatives, the organization has been made through local trustees. Presently, this network consists of 53 thousand representatives across the country that informs the events as executive arms of the Civil Status Registration departments.
- National ID card, this card is the key to E-government terminal.

I once again extend my best appreciation and gratitude for attending this meeting and I wish for interaction for the purpose of synergy of capacities and experiences for promoting cooperation levels in OIC.

Thank you

## **Annex IV**

### **Opening Statement of Prof Savas Alpay, Director General of SESRIC**

**15-17 April 2013  
Tehran, Islamic Republic of Iran**

Bismillahi Ar-Rahmanir-Raheem,

*Your Excellency Mr Abu Torabi,*

*Your Excellency Dr Hassan Ghashghavi,*

*Your Excellency Dr Nazemi Ardakani,*

*Distinguished Representatives of the National Organisations for Civil Registration (NOCR) of OIC Member Countries, Ladies and Gentlemen,*

Assalamu Alaikum wa Rahmatullahi wa Barakatuhu,

It gives me a great honour to address this august gathering on the occasion of the First Meeting of the Heads and Seniors of National Organisations for Civil Registration (NOCR) of Member States of the OIC, which we have the honour, to organise it jointly with the National Organisation for Civil Registration (NOCR) of the Islamic Republic of Iran and the Islamic Educational, Scientific, and Cultural Organization (ISESCO).

Before I go into the aim and expected outcome of this meeting, I would like to make use of this unique opportunity to dwell, very briefly, on our Centre and its main activities. The Statistical, Economic and Social Research and Training Centre for Islamic Countries (SESRIC) is a subsidiary organ of the OIC operating in Ankara, Turkey, since 1978 as the economic research arm, statistics centre and training organ of the OIC. The Centre has been engaged in statistical data collection, collation and dissemination on and for the member countries, undertaking the preparation of research papers, reports and studies on various economic cooperation and development issues, organising of training programmes on subjects of immediate interest to the member countries, triggering technical cooperation among various partners from member countries, and putting out periodic and other publications in its areas of mandate.

SESRIC's Vocational Education and Training Programme for OIC Member Countries (abbreviated OIC-VET) launched in 2008, aims to improve the quality of vocational education and training in the public and private sectors with the aim of supporting and enhancing the opportunities for individuals in the Member Countries to develop their knowledge and skills and thus to contribute to the development and competitiveness of the economies and to facilitate the sharing of knowledge between OIC Member Countries. Under OIC-VET, SESRIC has 15 Capacity Building Programmes (CaB) in the field of statistics, agriculture, environment, health, economy, information and communication, poverty alleviation and several initiatives in the field of tobacco, skill development and e-government. Since its inception in 2008, we initiated programmes and projects in the fields of immediate interest of OIC Member Countries, and based on the observed demand for initiating cooperation among civil registration institutions, we decided that it would be beneficial to bring together the authorities responsible for civil registration for the first time in OIC history.

*Distinguished participants,*

*Ladies and Gentlemen,*

The civil registration system is important in two aspects; it serves as a basic data source for vital statistics and provides legal documents related to individuals' identity. Countries need to know number of population by age groups in each level of administrative units for planning further investments on health and education services as well as infrastructure development. At present, in many countries most of the population related statistics, like population by age groups, migration, marriages, divorces, deaths, births etc. are derived from the civil registration systems according to their legal requirements.

In this respect, it is one of the most important issues of concern to the OIC and its Member Countries. It is widely known that establishment of a well-functioning civil registration system will take several years and it is one of the bigger investments in regard with the information infrastructure of a country. Thus, in designing a civil registration system, its relation to other registry systems like human settlement, education, health and labour market need to be taken into account in order to establish an integrated registration system from which information of socio-economic structure could be derived.

"E-government applications", of which the civil registration system constitutes backbone, were also one of the thematic proposals prioritized in SESRIC's 2007 questionnaire on the possible themes of future exchange of views sessions of The Standing Committee for Economic and Commercial Cooperation of the Organization of the Islamic Cooperation (COMCEC). The 24th Follow-up Committee of the COMCEC decided that "e-government applications and their economic impact on the OIC Member Countries" be included to the agenda of the 24th Session of the COMCEC. Based on the Resolution No. 68 adopted at the 25th Session of the COMCEC, SESRIC co-organised the "International Conference on eGovernment: Sharing Experiences" (eGOVsharE2009) in 2009 in Antalya, Turkey. Also based on the same Resolution No. 68, the "OIC e-Government Working Group" (OIC eGovWG) was established with the purpose of focusing on fundamental areas such as priority setting, experience sharing, capacity building. "The First Meeting of the OIC eGovWG" was held in July 2011 in Ankara, Republic of Turkey which focused on cooperation and collaboration.

Alongside of the initiatives that I mentioned earlier, we have some other important initiatives in the field of statistics. Based on the Istanbul Declaration of the 2010 Meeting of the National Statistical Organisations (NSO), Member States of the OIC agreed to organise their annual meetings under the umbrella of OIC Statistical Commission. SESRIC convenes OIC Member Countries every year with an aim to create a platform for exchanging experiences and best practices among Member Countries to build effective statistical capacity building at the OIC level.

In addition to the OIC-StatCom Meetings, SESRIC and IDB co-organized the "Seminar on Population and Housing Census Practices of OIC Member Countries" on 6-8 March 2013 in Ankara, Turkey. We hosted the representatives of seventeen OIC Member Countries and three international organisations. The objective of the Seminar was to define the structure of a profile including relevant phases of censuses and to compile the different country experiences and practices from OIC Member Countries in accordance with the Resolutions of the Second Session of OIC-StatCom.

*Distinguished participants,*

*Ladies and Gentlemen,*

Given the fact that the population of the OIC is around 1.5 billion as of 2011 and civil circulation of population among OIC Member Countries is rising gradually, it is obvious that, seeking cooperation between civil registration institutions has gained vital importance in the context of migration, asylum and social security in the past decades. In this respect, this meeting will inshAllah be an important inception of this cooperation and coordination among civil registration institutions of OIC Member Countries. I believe that, with a healthy establishment of the civil registration system in the OIC, we will be experiencing good governance in all levels of state administration and citizenship services including national ID card systems, tax administration services, national social security, passport services, statistical institutes, healthcare organisations and customs and thus this will pave the way for free movement of people in the OIC Member Countries.

*Distinguished participants,*

*Ladies and Gentlemen,*

SESRIC, with its vast experience in initiating cooperation and collaboration, will support cooperation among civil registration institutions especially through its capacity building programmes and will also coordinate civil registration institutions in regard with the implementation of the outcomes of this meeting.

Finally, I would like to thank all the delegates of the civil registration institutions of the OIC Member States for accepting our invitation and designating time to attend here. I would also like to thank the National Organisation for Civil Registration of the Ministry of Interior of the Islamic Republic of Iran to host this important meeting. May Allah (Subhanahu wa ta'ala) bestow his mercy on the undertakings of this meeting.

Wassalamu Alaykum we Rahmatullahi we Barakatuhu

## Annex V

# THE FIRST MEETING OF THE HEADS AND SENIORS OF NATIONAL ORGANISATIONS FOR CIVIL REGISTRATION OF THE OIC MEMBER COUNTRIES

15-17 April 2013  
Tehran, Islamic Republic of Iran

## FINAL COMMUNIQUE

We, the representatives of the National Organisations for Civil Registration (NOCR) participated in the first meeting of the heads and seniors of NOCR of the Organisation of Islamic Cooperation (OIC) Member Countries, held in Tehran, Islamic Republic of Iran on 15-17 April 2013,

*Emphasize* that each Member Country should give priority to enhance civil registration coverage and enforce on-time registration of vital events,

*Recognize* the importance of planning and designing an efficient civil registration system which forms the backbone and basis of production of accurate population statistics, secure identity documents, integration to many e-government applications such as labour and social security, health, education, trade and finance,

*Recognize* the importance of comprehensive legislation covering all aspects of civil registration and *underline* that the enforcement of these regulations is of utmost importance,

*Underline* the need for a systematic transition towards a centralised and computerised civil registration system which is built upon a unique national identification number and allows the citizens to access e-services effectively,

*Invite* the OIC Member Countries to link and integrate the address data of citizens with the civil registration system,

**Encourage** the OIC Member Countries to develop and design a national smart ID card, which is integrated to the civil registration system, as an effective tool for easing the life of citizens due to its multifunctionality and **highlight** the importance of using standard technology, taking necessary security measures in the design of smart cards and signing bilateral and multilateral agreements to facilitate cross-border functionality among OIC Member Countries in the future,

**Acknowledge** that each OIC Member Country is in a different phase of the civil registration process and thus priorities and needs may differ across countries,

**Recognize** the importance of public-private partnerships (PPP) across the OIC Member Countries with an aim to increase intra-OIC technical cooperation and trade,

**Recognize** the importance of further cooperation and collaboration especially in prioritizing the registration of the non-citizens, experience sharing through study visits and undertaking common projects with OIC Member Countries in structuring an efficient civil registration system,

**Request** SESRIC to design and circulate a questionnaire, with an aim to assess the needs and capacities of the OIC Member Countries in regard with civil registration and to initiate a capacity building and training programme based on the analysis of the responses to the questionnaires,

**Urge** OIC Member Countries to nominate and submit their National Focal Point (NFP) to SESRIC in order to facilitate effective communication,

**Request** SESRIC to host a web portal in its headquarters and, in cooperation with the OIC Member Countries, to supply contents for this web portal with an aim to share experiences, best practices, researches and measures taken by Member Countries, publications, laws and regulations, country profiles and information on on-going projects as well as establish a civil registration experts database to facilitate communication between civil registration experts in the OIC Member Countries,



***Recommend*** establishing an international civil registration organisation under the umbrella of the OIC which will facilitate the effective coordination among the civil registration institutions of the OIC Member Countries.

**17 April 2013, Tehran, Islamic Republic of Iran**