e-DEMOCRACY
ICT - A DRIVER FOR IMPROVING DEMOCRACY

e-Aktet

2011

Fisnik Kruja,

IT Director, National Agency for Information Society

nextsense

Centre for eGovernance Development

Founded:

- NAIS is Founded in April 2007 by Council of Minister Decision with a staff of 20 people and was fully operational in January 2008. Today NAIS has a staff of 40 people

Vision:

- Albania's progress towards an Information based economy through a sustainable development of a Information society

Mission:

- Creating a conducive and supporting environment for the development of Information Society

Structure of NAIS

- Departments of Strategy & Standardization
- Departments of e-Gov. Platform & Project Coordination
- Departments of Centralized Services and Technical Support
- Departments of Telecommunication Policies
- Departments of Digital Albania
- Human Resources and Finance Unit

Roles and responsibilities of NAIS

- Guiding the implementation of the National ICT Strategy

- Coordinating the development of the state information systems, by implementing modern ICT capabilities.

- Plan, coordinate and develop projects in areas of the Information Society, including electronic government

- Transform the operation of the Government institutions through the introduction and usage of innovative ICT tools in order to

- Promote ICT as an integral part to the delivery of government information, services and processes while having cost effectiveness and efficiency

Information Society Strategy

- Development and Improvement of Information Society's Infrastructure

- Improvement and Completion of Legislation relevant to IS.

- Encouragement and Support for the development of the IS.

- Encouragement and support for the development of the ICT private sector

- Increase the level of knowledge and information in relation to the Information Society and coordinate joint action among State and citizen

- Workflow for approval of materials

- Digital signatures

- Supports information versioning on multiple levels with automated versioning

- Monitoring at any phase with status; number of received materials; due time for preparation; approval; waiting for an opinion, etc…

- KPIs and scorecards

- Raises collaboration on the next level – besides predefined document templates, new platform now offers custom document templates

- Dynamic approval allows practically unlimited number of approval levels
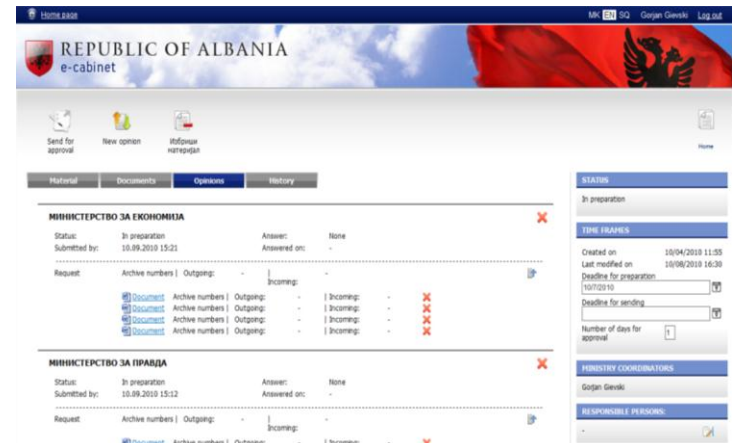
- Process of preparation, approval and submitting of acts
- Extended collaboration processes between ministries, working on a joint acts and requesting opinions within the system
- Process of receiving, analysis, legal and language proofing within Legal Department
- Electronic archiving of materials
- Sessions of the Council of the ministers
- Publishing of decisions of the Sessions
  - Government Internet Portal
  - Official Journal
  - Parliament
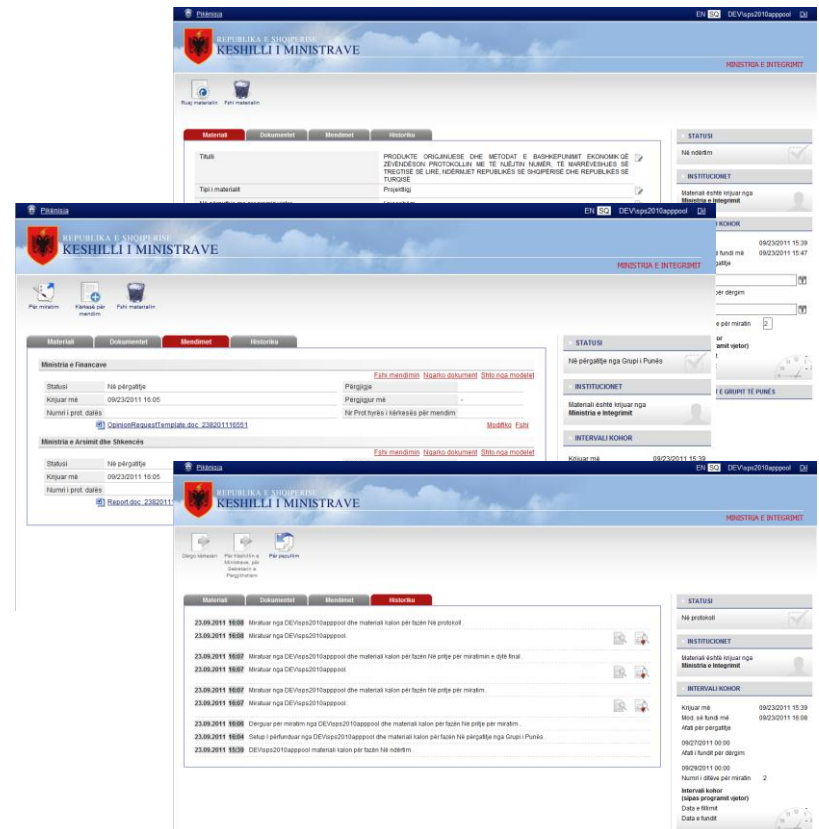
- Government strategic planning including Program items and related measures and activities

- Performance indicators

- Budget related to specific activities

- Relation to National Action Plan for approximation to the EU Acquis Communitaire
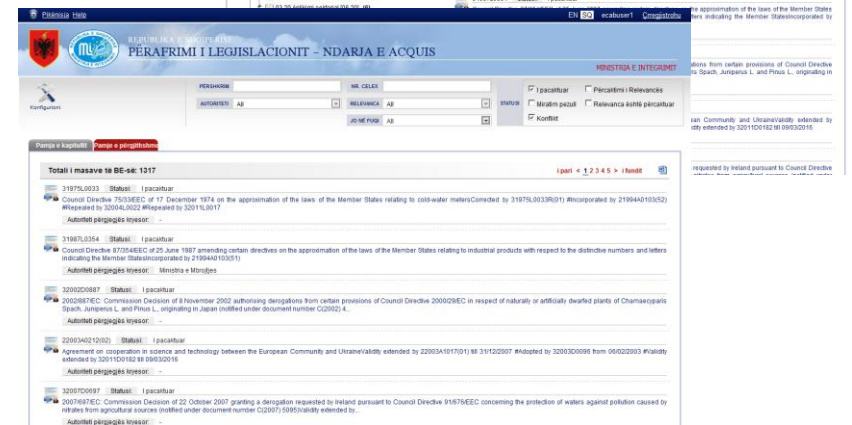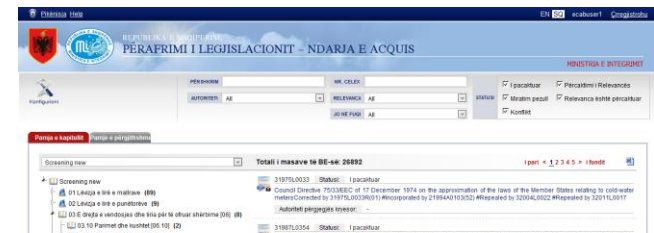
- EU measures
- National Action Plan for approximation to the EU Acquis Communitaire
- Government Plan and Program
  – Acts are associate with an item of the annual program
  – EU reference
  – Tracking and monitoring of a progress of the annual plan

E-Aktet

Project Law Initiation → Forming a Team → Preparation (collab.) on project law → Approval 1..N

Final approval 1..N ← Implement changes based on opinions ← Inter-ministerial cooperation ← Request for opinion to relevant Ministries

Received in Central Gov → Nominate lawyer/team → Analyze draft law & make necessary changes → Approval 1..N Draft law complete → Constituents

Schedule new Gov. meeting → Prepare Draft Agenda → Secretary General Approval → PM Approval → Constituents

Government Session → Prepare Gov. Decisions → Publish Govt. Decisions → Constituents / Official Journal / Parliament

nextsense   Centre for eGovernance Development

e-Aktet - Common functions

- Document repository
- Document archiving
- Workflow
- Remote access
- Digital signatures of every approval action
- System generated documents and letters in every step in the process based on a system or user defined templates
- Notifications for deadlines, new sessions, new acts in process through solution interface, email, SMS
- Single sign-on
- Key Performance Indicators and advanced reporting
- Multiple versions of acts and document
- Detailed notification for each action

Quick wins / Benefits

- Reduced act preparation time
- Improved internal and external collaboration between ministries and CoM departments
- Standardized document layout by using templates
- Remote access on the acts repository
- Complete history log on actions over the materials
- Flexible platform that allows interconnection with other services