



OSCE

# PROJECT ON MODERNIZATION OF ADDRESS AND CIVIL REGISTRATION SYSTEMS IN ALBANIA

## e-NEWSLETTER

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## Digital Archive of Fundamental Registers of Civil Status

With the introduction of the National Register of Civil Status (NRCS) the registration of civil status events (i.e. birth, marriage, death) is done electronically. However, the civil status data as registered in the previously used paper Fundamental Registers remain as an historic source and reference material for the 373 local Civil Status Offices. Thirty seven Regional Civil Status Offices serve as archives of these Fundamental Registers. Occasionally, regional offices are obliged to issue handwritten certificates based on archive data that are not available at the 373 local civil status offices which issue only printed certificates.



Picture of Fundamental Register Book page.

It is undesirable to have in place a unique modern system of civil status - the NRCS, while the historic civil status data at the regional offices are not digitalized and therefore can not be accessed by the local civil status offices. The bad and very poor physical state of the registers in the archives is another reason why the digitization of the Fundamental Register archives is considered necessary.

For this reason the General Directorate of Civil Status (GDCS) of the Ministry of

Interior asked for technical support to create a digital archive and make this digital archive available to the local civil status offices. Important initial support was provided by Statistics Norway (SN). They developed a software for capturing, indexing, importing and storing images as well as provided scanning equipment and a server to store the digital images. After a successful pilot in Tirana, SN continued with digitizing archives in regional offices of Durrës, Kavajë, Lezhë, Krujë and Peqin.

In order to speed up the process of creating a digital archive, the OSCE TA Project was asked by the GDCS and SN to support the process. The TA Project agreed to provide additional scanning equipment as well as technical support in cooperation with SN and the GDCS.

The aim is that by the end of 2010 the digital archive will be available for viewing by ensuring that the digital images are searchable and can be distributed to local Civil Status Offices via a web interface. Important outcome for the GDCS, SN and TA Project is that the distribution of all digital images to local Civil Status Offices creates a one-stop-shop concept, where citizens can request and receive all information at their local CSO office. There will no longer be a need to visit the regional offices as the digital images will be available at their local civil status offices which upon request can issue printed certificates of this data. More importantly, the digital archive will store and safeguard important historic information for future use.

## BACKGROUND

### What is DPC?

DPC stand for Data Protection Commissioner. With the introduction of the law “On the Protection of Personal Data” (dated 10 March 2008) the DPC is to make sure that the personal data of individuals in Albania are protected. The law established the Data Protection Commissioner as a new independent authority responsible for enforcing the law.

The law establishes rules that must be followed by public and private institutions that hold and use information about people (which is known in the law as “personal data”). It gives individuals rights in respect of information that is held about them.

Data protection is important as privacy is regarded as a basic human right. That is why it was important to develop a legal framework for the protection of personal data. Privacy also matters to the persons concerned: citizens whose data are collected and used. People do care about the protection of their personal information.

Creating the National Register of Civil Status also brought responsibilities regarding the management of large volumes of data and data protection. However Data Protection is not only about civil registration but touches upon many of areas in Albanian society. Data protection is treated as something that matters which means that in order to develop good ways of “privacy governance” it should also be taken seriously and invested in by citizens as well as institutions. The DPC is considered to be a leading authority in that process

## Pilot on Address System Field Work

The OSCE TA Project will, in cooperation with the Ministry of Interior, start a pilot in Korçë, Sarandë, Kashar and Vorë to provide specific addresses to every dwelling in these respective Local Government Units (LGUs). These four LGUs have successfully completed the process of digital data collection of streets, street names, buildings and building numbering.

The pilot is aiming at three outcomes.

- First, it will test the logistic process of the field work to prevent implementation problems in other LGUs.
- Second, it will provide a specific address to every dwelling in the LGU.
- Third, it will make this specific address visible at the door of the dwelling and thus, inform the citizens.

For towns:

Rruga: <b>DESHMORET E 4 SHKURTIT</b>	Nd: <b>123</b>
Hyrja: <input type="checkbox"/>	Ap: <input type="checkbox"/>
Bashkia: <b>PASKUQAN</b>	Rrethi: <b>TIRANA</b>
Kodë postare: <b>AL 1000</b>	

For villages

Rruga: <b>DESHMORET E 4 SHKURTIT</b>	Nd: <b>123</b>
Hyrja: <input type="checkbox"/>	Ap: <input type="checkbox"/>
Fshati: <b>MULLET</b>	Komuna: <b>PETRELE</b>
Kodë postare: <b>AL 1000</b>	Rrethi: <b>TIRANA</b>

The work will be done by field teams assigned by the LGUs. The teams will be assigned a specific area of responsibility in the LGU and will be provided printed digital maps showing the streets, buildings

and the building number in that area. The teams will assign dwelling numbers based on the methodology approved by the Ministry of Interior. Once the dwelling is numbered a sticker will be placed on its door showing street name, building number, entrance number and apartment number.

The dwelling numbers as assigned by the field teams will be entered into the National Register of Addresses (NRA) to ensure that future registration of a citizen can take place only on the existing addresses available from the NRA.

Placing a sticker on the dwelling door will make citizens aware of the assigned address. For instance, in the municipality of Saranda street signs are already in place. Together with the assigned address a better awareness will come of using addresses in day-to-day practice.

In order to start with the work an Implementing Partner Agreement will be signed between the LGU and the OSCE. Once the pilot is finished and improvements to the logistic process are taken into account, other LGUs which have completed the implementation of phase 1 (streets and street names in GIS Address Database) and of phase 2 (building and building numbers in GIS Address Database) are eligible to receive support for assigning the dwelling numbers.

## Progress on Address System implementation

As of today more than 50 municipalities and communes have finished initial two phases on address system implementation in their territories. Data from more than 40 LGUs is uploaded on internet for public to see and verify their address.

Since the start of the work in 2009 significant progress has been made. When the Albanian GIS address database was launched for public viewing in December 2009. Only few LGUs had identified and named streets and assigned building numbers. Now there are more than 40 LGUs ranging from large regional centres like Korça, Shkodra and Elbasan to rural communes stemming from Kthellë in Mirdita to Lunxheri in Gjirokastra.

While 50 LGUs have finished work on address system, not all of the data is uploaded on the internet. There are some areas where further clarification is needed on the exact boundary line between two administrative territories.

On average, each month about ten LGUs finish their work on naming streets and assigning building numbers. It is expected that the pace will increase as work shifts to smaller communes which have less streets and buildings in their territories. It should be recalled that the first group contained 84 largest municipalities. Therefore, even though there are few LGUs which have finished their work, they includes the largest share of population.

## Highlights

### Meetings with Mayors

The TA Project in cooperation with the Ministry of Interior has held meetings with the Mayors and Urban planners of municipalities and communes in the regions of Durres, Lezhe, Fier and Vlore. The meetings aimed to once again stress the importance of full support of the local administration to the implementation of the address system in Albania.

The implementation process is focusing on creating digital maps of all 373 Local Government Units. One of the most urgent issues in the data collection and in creating an address is the naming of public areas (streets, squares etc) by the councils of the respective municipalities and communes. In a number of municipalities and communes the naming of public areas has turned out to be still a challenge. Other issues are the identification of entrances of buildings by urban planners on the digital map in order for the GDCS to connect a building to the correct street and provide correct building numbering.

In addition, the TA Project and the Mol held a meeting in Tirana on 19 April with the Mayors and urban planners of 30 of the 84 largest municipalities and communes of Albania which are lagging behind in the address system implementation process.

The meeting was attended by Deputy Minister of Interior Ferdinand Poni who urged the Mayors and Urban planners to finish the work in time and again stipulating that the TA Project and the Ministry of Interior are facilitating technical support to the process of implementation.



L to R: A. Teliti (GDCS), F. Poni (D/Mol), F. Nan (OSCE)

The TA Project and Mol provide technical support to all municipalities and communes by reimbursing travel costs of urban planners to make the implementation process easier.

### GDCS study trip

From 9 until 12 May the TA Project organizes a study trip for the General Directorate of Civil Status (GDCS) of the Ministry of Interior to the Netherlands. The aim of the study trip is to inform the GDCS on the necessary processes that need to be implemented to ensure adequate maintenance and quality assurance of the National Register of Addresses in Albania.



The GDCS will visit the Ministry of Housing, Spatial Planning and Environment (VROM) responsible for the legal issues and quality assurance of the Dutch Registration of Addresses, and the Kadaster Netherlands who is responsible for the collecting and distribution of address data and maintenance of the Registry of Addresses. The Albanian delegation will also visit the Municipality of Alkmaar to see combined use of the population register and address register on local level.

### TV spots on Data Protection

The TA Project produced two TV spots on data protection that are broadcasted on national channels on local channels from 27 April until 28 May 2010. In this period the TV spots will be broadcasted every day, one in the morning, one in the evening.

The spots aim to make the general public more aware of the fact that personal data is worth to be protected. The slogan is: "Personal data, it's yours. Make sure you protect it!"

### GDCS Website

On 4 May 2010 the website of the GDCS was launched. The purpose of the website is to provide service to citizens: present information, make announcements, shows progress on project and deliver news on topics.



<http://dpgjc.moi.gov.al>  
Website Launch 4 May 2010

In addition the website enables visitors to go to the GIS address database and search for their address provided that their local government unit data is already uploaded. The website address is: <http://dpgjc.moi.gov.al>

## BACKGROUND

### What is GDCS?

GDCS stands for the General Directorate of Civil Status. Although Civil Status Service in Albania dates back to 1 April 1929, the GDCS was created as an agency in 2002 with the approval of the Law on Civil Status.

GDCS is the central institution which supervises and coordinates activities of three inter-related and inter-dependant components which include: (1) provision of civil status service on the local level in almost all municipalities and communes of the territory of Albania, at the regional offices as well as in diplomatic representations and consular offices abroad, (2) implementation of address system and (3) production and distribution of identity documents.

In relation to civil status service, GDCS is responsible for the administration and maintenance of the National Register of Civil Status (NRCS) at a central level. The introduction of NRCS enabled the provision of uniform civil status services across the country.

Second, GDCS is the responsible authority for the establishment of the National Register of Addresses (NRA). The NRA is compilation of all 373 local address registers. Only addresses from the NRA shall be considered official and shall be used by all private and public institutions in their everyday work. GDCS devises methodology on address system and coordinates activities to help local governments to maintain address system at a local level.

Thirdly, GDCS is responsible for coordination application, production and distribution of identity documents - ID cards and passports – in Albania.

## WebLinX



OSCE Presence in Albania  
<http://www.osce.org/albania>



Delegation of the EU to Albania

[http://ec.europa.eu/delegations/albania/index\\_en.htm](http://ec.europa.eu/delegations/albania/index_en.htm)



Albanian Ministry of Interior

<http://www.moi.gov.al>



General Directorate of Civil Status

<http://dpgjc.moi.gov.al>



Albanian Data Protection Commissioner

<http://www.kmdp.al>



Council of Europe

<http://www.coe.al/index.php?&lng=en>

## EVENTS

BRUSSELS – 15 JUNE 2010

1st EUROPEAN ADDRESS CONFERENCE – “Addressing the Future”

**EURADIN (EUROPEAN ADDRESS INFRASTRUCTURE)** Conference aims at constituting a Best Practice Network in order to promote the European Address harmonization regarding the definition, registration and access to the European Address Data.

KRAKOW – 22-25 JUNE 2010

4th EC INSPIRE CONFERENCE – “INSPIRE as the Framework for Cooperation”

**INSPIRE (Infrastructure for Spatial Information in Europe)** Conference aims to build bridges addressing common policy issues focusing in particular on applications and implementation of Spatial Data Infrastructures.

## IN THE NEWS

- **DigitALBANIA – PM Berisha:** Albania to outrun EU average of IT penetration  
<http://www.keshilliministrave.al/?fq=brenda&m=news&lid=13032&gj=gj1> (Albanian)  
<http://www.keshilliministrave.al/?fq=brenda&m=news&lid=13032&gj=gj2> (English)
- **Address System in 85 LGUs completed by end of April**  
<http://www.gazetastart.com/lajme/Aktualitet/14426/> (Albanian)
- **Address System in Tirana**  
<http://www.tirana.gov.al/?cid=1,154,3335> (Albanian)
- **Civil Status – online printing of certificates in Torino, Italy tested**  
<http://www.comune.torino.it/sq/dokumenti/ertifikatat-e-gjendjes-ci.shtml> (Albanian)

## FEEDBACK

### Send us your comments

We thank you in advance for your feedback and hope to receive your contributions regularly. Please do not hesitate to let us know if you find the e-NEWSLETTER informative and /or what kind of information you would wish to see in future issues.

For comments and other information regarding this e-NEWSLETTER and activities of the TA Project, please contact us.

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