

MINUTES
of the Joint Steering Committee of the
UNDP Support to Civil Registration System Reform in Tajikistan Project

December 05, 2019

- Participants:** Representatives of the Ministry of Justice of the Republic of Tajikistan and civil registration offices, Swiss Agency for Development and Cooperation (SDC), UNDP and EPOS (see the full list of participants in *Annex 1* to the Minutes).
- Venue:** Ministry of Justice Conference Hall.
- Agenda:** Phase 1 Overall Project Progress Review, as well as discussion of the Project structure for Phase II and strategic decision points (see the Agenda in *Annex 2* to the Minutes).

I. OPENING REMARKS:

MINISTRY OF JUSTICE:

The Minister of Justice Mr. Rustam Shohmurod highlighted the following achievements of the First Phase of the Project:

- On July 19, 2019, the President of the country signed the *Law of the Republic of Tajikistan "On Introduction of Amendments and Additions to the Law of the Republic of Tajikistan "On State Registration of Civil Status Acts"*. The key point of the adoption of the Law is the introduction of a provision regarding free birth registration up to 3 months from the date of birth.
- The Draft Decree Government of the RT *on Introduction of Relevant Amendments to Government Decree No. 77 of 2010 "On Approval of the Forms of Civil Registration and Certificates Issued on the Basis of These Forms"* was submitted to the Government for consideration with the aim of introducing a print certificate of state registration into the system of civil registration offices of the Ministry of Justice. The introduction of print forms is provided for starting from March 2020.
- The draft new *Programme on Development and Improvement of State Registration of Civil Status Acts in the Republic of Tajikistan for 2020-2025* has been developed and finalized and will be sent to ministries and agencies for approval the other day.
- The Instruction on State Registration of Civil Status Acts will soon be approved by the Ministry of Justice of the Republic of Tajikistan.
- In order to improve the process of providing services, the following Orders of the Ministry of Justice were adopted: *"On Implementation of the One Stop Shop Concept"* and *"On Application of the One Stop Shop Principles in the Design of All Planned and Newly Developed Justice Centers"*, where civil registration offices will be also located in.
- Another significant progress is the adoption of Order of the Minister of Justice No. 45, of April 5, 2019, *"On Official Implementation of the Electronic Information System"* from April 15, 2019. The IT equipment purchased by the Project and handed over to the Ministry of Justice for civil registration offices, passed the laboratory examination (certification and attestation) in the established procedure at the General Directorate for Protection of State Secrets under the Government of the Republic of Tajikistan. The transition to the electronic system in the country should be completed before the end of 2019.
- According to Decree of the Minister of Justice No. 120, of September 30, 2019 an information technology/information systems unit is created under the State Unitary Enterprise Qonuniyat on

the basis of staff-developers of the CRO2 Information System (employees of EPOS Company) from January 1, 2020. This unit is responsible for maintaining the CRO2 Information System. As a contribution of the Government, it was decided to place IT-specialists in 4 offices of the ministry.

- According to Decree of the Minister No. 136, of October 25, 2019, the printing system on dot-matrix printers using sample forms matching the original certificates was successfully tested in the civil registration office of I. Somoni district of Dushanbe city and in the civil registration office of Hisor from October 28 to November 25, 2019. In total, more than 800 forms of certificates on state registration of civil status acts were tested.
- It is very important to continue the professional and technical training of CRO staff in order to improve work skills both on a computer and in the electronic system. In this area, according to Order of the Minister No. 112, of August 20, 2019, more than 300 employees of the CRO system, like last year, were trained at the Institute of Advanced Training of the Ministry of Justice starting from August 26 to November 30, 2019.
- According to Decree of the Minister No. 153, of November 19, 2019, activities on a pilot digitization of the civil registration archive books have started. The digitization will cover 10,000 second copies of civil registration records in the archives of the Civil Registration Department and 168,000 first copies of civil registration records in the archives of the civil registration offices of the cities and districts of Bokhtar, B. Gafurov, Rudaki, Khujand, Yovon and Sino District of Dushanbe city.
- Regarding the important part of activities on public awareness, on January 16, 2019, the Ministry of Justice of the Republic of Tajikistan adopted a *Work Plan on Public Awareness Raising for 2019-2020 about importance of timely registration of civil status acts*. A mechanism for its implementation and monitoring with the definition of qualitative and quantitative indicators was developed for this plan.
- It was positive that the Project carried out work on public awareness in the form of radio programmes, theater performances, infographics, etc.

The Ministry sees the following priorities in perspective, in the Second Phase of the Project:

- Continuation of work on legal support of the activities of the CRO system with the aim of accessibility and improvement of the quality of public service provision.
- Improving CRO2 IS, resolving issues of its interoperability with other information systems: the Agency for Statistics under the President of the Republic of Tajikistan, Ministry of Health and Social Protection of Population, Ministry of Foreign Affairs, Agency for Social Insurance and Pensions under the Government of the Republic of Tajikistan and other agencies.
- Digitization of archives.
- Raising legal awareness of the population about the importance and necessity of state registration of civil status acts.
- Training and advanced training of CRO staff.
- Connection of jamoats to CRO2 IS.

THE UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP):

Resident Representative Dr. Pratibha Mehta:

- She noted that today the final meeting of the Steering Committee for Phase I is taking place, and the following progress achieved during the Phase I of the Project forms a basis for the Second

Phase, in particular: - adoption of the Law of the Republic of Tajikistan “On Introduction of Amendments and Additions to the Law of the Republic of Tajikistan “On State Registration of Civil Status Acts” providing the possibility of free birth registration up to 3 months from the date of birth, which will be an excellent incentive for people, especially the poor, to register their newborn children and ensure their basic human rights and the rights of the child, as well as the official transition from a paper-based system of registration of civil status acts to the electronic system of registration of civil status acts.

- She noted that the civil registration offices in Dushanbe city, GBAO, Sugd province and Districts of Republican Subordination were fully equipped with the necessary IT equipment and have completely transferred to CROIS2 electronic system and carry out all civil registration in the electronic system.
- She noted that she visited the civil registration offices in Kulob city and Rudaki district that provide services according to the One Stop Shop model and noted that they are a model of transparent governance.
- She noted that on December 4, 2019, the European Union Steering Committee in Brussels approved funding of the UNDP Support to Civil Registration System Reform in Tajikistan Project in the amount of \$ 10 million, UNDP expects to receive the funding in June 2020.

SWISS AGENCY FOR DEVELOPMENT AND COOPERATION (SCO):

Deputy Country Director Ms. Corinne Demenge:

- She confirmed the approval of the Second Phase of the Project by the SCO headquarters and allocation of \$ 4 million by the Government of Switzerland.
- She noted that this Project is a flagship project for the country, as well as for building e-Government.
- She emphasized the important issue of interoperability between the electronic systems of the Ministry of Justice, Ministry of Health and Ministry of Foreign Affairs, which must be addressed with these Ministries and the Government in the next phase of the project, as well as the need to resolve the issue of quality of Internet in the civil registration offices.
- She noted the need to continue conducting information campaigns in accordance with the adopted Communication Strategy on the importance of registration of civil status acts, especially on free birth registration.

2. PRESENTATION OF THE PROJECT: A SUMMARY OF PROGRESS ACHIEVED IN THE PERIOD FROM JANUARY 2016 TO DECEMBER 2019. SUBMISSION OF THE UNDP PROGRESS REPORT.

Mr. Alisher Karimov, UNDP Team Leader/Governance, Rule of Law and Human Rights, provided a review of progress, challenges, lessons learned from the First Phase of the Project from January 2016 to December 2019, focusing on achievement of the outcomes of the Project. Further, **Mr. Zulfikor Zamonov**, Project Manager, gave a brief overview of the outcomes and outputs of the Second Phase of the Project and its management structure. (see *Annex 3* to the Minutes).

Mr. Alisher Karimov proposed the following points for discussion:

• Legislative reform:

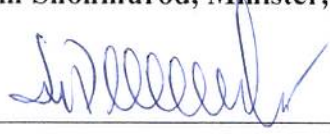
Draft regulations expecting approval:

- Amendments and additions to Decree of the Government of the RT No. 77, of February 27, 2010 "*On Approval of the Forms of Civil Registration and Certificates and Other Documents Issued on the Basis of These Records Confirming the Facts of State Registration Of Civil Status Acts and Application Forms for State Registration Of Civil Status Acts*"
 - *Programme on Development of the Civil Registration System for 2020-2025*
 - *Instruction on the Procedure for Registration of Civil Status Acts*
 - *Instruction on the Procedure for Registration of Civil Status Acts by Consular Institutions*
 - *Regulation on the Unified Electronic System of Registration of Civil Status Acts*
- To include representatives of the Executive Office of the President of the RT and Parliament of the RT into the Steering Committee;
 - IT Support and maintenance of CRO2 IS:
 - Creation of the IT Unit under the Ministry of Justice
 - Digitalization of archives

3. DECISIONS ADOPTED BY THE STEERING COMMITTEE:

1. The members of the Steering Committee *supported* the adoption in the near future of the Order of the Minister of Justice on the Instruction on the Procedure for Registration of Civil Status Acts, as well as submission of the final Programme on Development of the Civil Registration System for 2020-2025 to the Government of the Republic of Tajikistan for approval in March 2020.
2. The members of the Steering Committee *expressed their agreement* on further support of the group/unit on information technologies/information systems created under the State Unitary Enterprise "Qonuniyat" of the Ministry of Justice. This group is entrusted with the management and support of the CRO IS2.
3. The members of the Steering Committee *approved* the conduction of pilot digitization of the archives and archive books of the civil registration offices.
4. The members of the Steering Committee *noted* that in the Second Phase of the Project the Ministry of Justice of RT needs to take a leading role in conducting campaigns through civil society organizations to raise public awareness of the importance and necessity of state registration of civil status acts.
5. The members of the Steering Committee *supported* the proposal to expand the membership of the Steering Committee of the Project in addition to the existing one by including representatives of the Executive Office of the President of the Republic of Tajikistan and the Parliament of the Republic of Tajikistan as permanent members of the Committee, as well as representatives of the Ministry of Health and Social Protection of Population of the Republic of Tajikistan and Ministry of Foreign Affairs as invited committee members.
6. The members of the Steering Committee *noted* that in the next two months it is necessary to conduct an analysis of the legislation of the Republic of Tajikistan on practice of applying penalties and the responsibility of parents for late registration of the birth of a child (more than 3 months) in order to submit a proposal to the Government of the Republic of Tajikistan on exemption from such sanctions for parents considering it as an additional financial burden on them.

Chairman: Mr. Rustam Shohmurod, Minister, Ministry of Justice

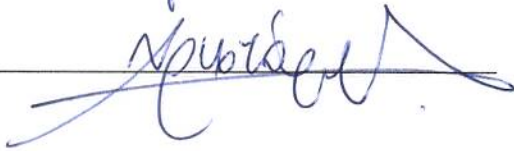


Donor:

**Ms. Corinne Demenge, Deputy Country Director, Swiss Agency for
Development and Cooperation**



for Ms. Dr. Pratibha Mehta, UNDP Resident Representative



Annex 1



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Annex 2



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