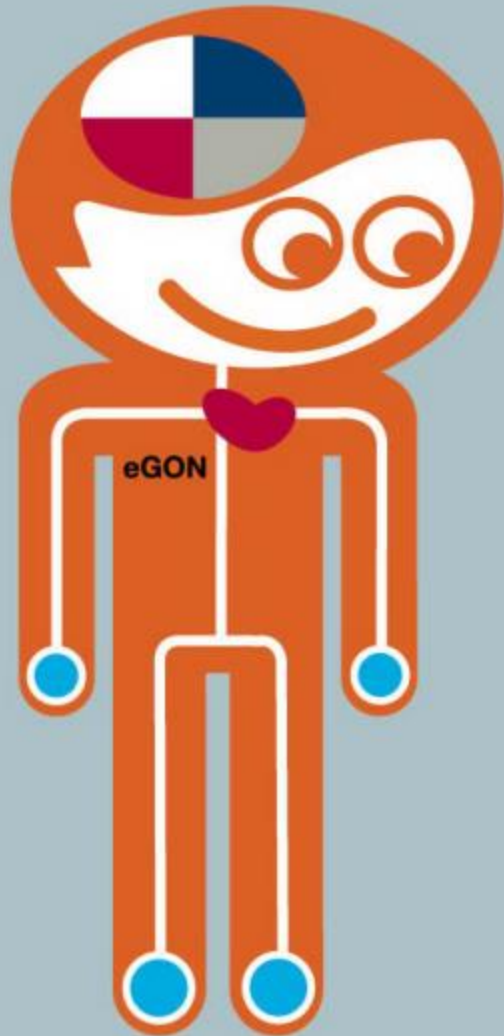


# Data Boxes and Document Management System

Pavel Vlček

# eGovernment for all citizen



Central data registers

Act of e-Government

KIPA

Czech POINT

# Act no. 300/2008 Coll.

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- Act on Electronic Acts and Authorized Conversion of Documents
- Came into force on 1-st July 2009
- News (two)
  - The first innovation are data boxes and guaranteed communication with state authorities
  - The second is conversion of documents and transfer between physical and electronic form

# The Data Box

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- Electronic deposit is designed to
  - State authorities delivery
  - Carry out acts towards the public authorities
  - Delivery of documents of individuals, enterprising individuals and legal persons
- Ministry of Interior
  - Set up
  - Management

# The Data Box

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## ■ Gols

- To replace the traditional paper-based delivery of the document by electronic delivery
- Attention – if is not necessary the electronic signature
- Problem is signature of several people or require certified singature

# DMS

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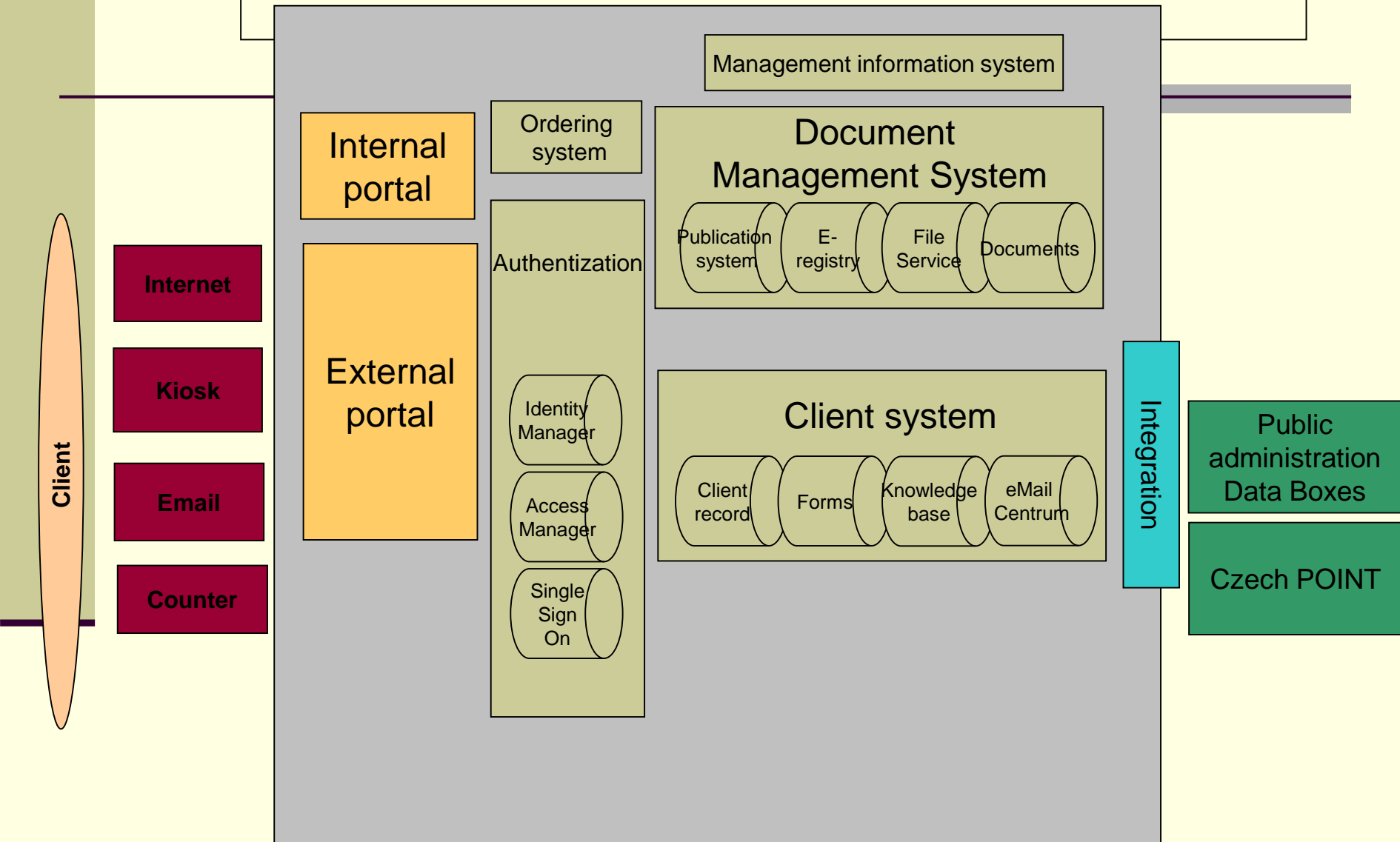
- Makes possible collection of all data
  - Document
  - Files
- Monitoring of document in the organization
- Respect current legislation
- Management of received and sent document

# DMS

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- Works equally to the analog and electronic documents
- Possible to load data from other systems
- Allows requirements
  - Proper receipt
  - Preparation
  - Recording
  - Signing
  - Distribution
  - Sending
  - Circulation
  - Depositing
  - Processing
  - Discarding

# Conceptual model of the ISDB and DMS





# Condition of implementation DB

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- The organization is allowed one access account
  - Must provide a link to DMS
  - Distribution document to organization units and individuals people
  - To enable employees or organizational units sending document via DMS to the DB
  - Deposit, dispose, send and keep a large number of document in digital form until discarding deadline

# Tasks of DMS

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- Arrange work with content of DB throughout the organization
- Since the first day, the law has come into force it has dealing with all tasks related to introduction of data boxes
- Controlled and minimize the risk of failure to comply with legislative deadlines
- It make possible to work in user friendly and know environment
- It offer an extension the interface to the other application

# Conclusion

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- Connection DB-DMS – good property of DB
  - record all data about documents and files
  - provide monitoring documents with link to the ISDB
  - Effective tool for ensuring the professional management of received and send document

Thank you for your attention

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