General information

1. Agency for Identification Documents, Registers and Data Exchange of Bosnia and Herzegovina

At the 30th session of the House of Representatives held on 4th June 2008 and at the 18th Session of the House of Peoples held on 17th June 2008, the Parliamentary Assembly of Bosnia and Herzegovina has passed the Law on Agency for Identification Documents, Registers and Data Exchange of Bosnia and Herzegovina (Hereinafter: the Agency), (“Official Gazette of BiH”, No. 56/08).The Law has entered into force on 22nd July 2008 and it superseded a Decision on Establishment of the Directorate for Implementation of the CIPS Project.

2. Transformation of the CIPS Directorate into the Agency

Directorate for Implementation of CIPS Project (Citizen Identification Protection System) was established on 29 April 2002 by the Decision of the Council of Ministers (published in the „Official Gazette BiH“ No. 12/02) as a temporary institution, and by the Law on Ministries and other Administrative Bodies of BiH („Official Gazette BiH“ No.5/03) is defined as and independent service within the Ministry of Civil Affairs.

The headquarters of the Directorate was in Sarajevo. Dr Mirko Škrbić was appointed as the first director, and Anton Rill and Amila Tahirbegović as the assistents. In the period from September 2005 until May 2006, the Directorate was led by Amila Tahirbegović.

In June 2006, Siniša Macan was appointed as the second and last director of the Directorate for Implementation of CIPS Project, and the first director of the new Agency for Identification Documents, Registers and Data Exchange, the legal successor of the CIPS Directorate.

The essential task of the CIPS Directorate was to implement CIPS Project, namely, to establish a part of the system through which the Law on Central Registers and Data Exchange would be implemented.

The Directorate was established as a temporary body and it was planned that it would terminate its work upon implementation of the Project. However, through its activities since 2002, and through various laws, memoranda and decisions of the Council of Ministers, CIPS Directorate has overcome its initial purpose, and it implemented much more projects than it was anticipated and it also maintained a large system.

Therefore, pursuant to the strategy of development of identification documents, the Law which establishes the Agency for Identification Documents, Registers and Data Exchange of BiH has been passed.

Through establishment of this Agency at the level of BiH, an institution which follows, coordinates and institutionally governs the field of identification documents, pursues relevant standards and regulations of the European Union and development in accordance with such standards has been established.

This Law also governs the field of identification documents and central registers in BiH in accordance with European regulations and it also systematically and in long terms regulates this field as regards European integration.

3. THE RESPONSIBILITIES OF THE AGENCY

The Agency carries out the following activities:

Proposes and implements strategy and policy of development in the field of identification documents in Bosnia and Herzegovina pursuant to ICAO 9303 standard and other relevant standards;

Conducts procurement, storage, personalization, quality control and transport of identification documents for the purpose of the competent authorities of Bosnia and Herzegovina;

Technically designs and establishes registers defined by this Law;

Maintains and manages the databases where data from the registers defined by this Law and from information systems, through which the said registers are accessed;

Provides appropriate infrastructure, special conditions for work and data protection, and other technical preconditions for unobstructed functioning of databases within its competences and databases which are within competences of other ministries, institutions and authorities at their request and in accordance with the law;

Issues data on registers and from the registers to authorized institutions and legal entities;

Designs, develops and maintains software solutions necessary for maintenance of the registers within the competencies of the Agency, whether by internal resources, cooperation with source authorities or through involvement of companies.

Develops, maintains and improves telecommunications network for data transmission for the needs of the Agency, and other public security authorities in accordance with the Telecommunications Law, in order to enable efficient data exchange from the registers defined by this Law;

Sets standards for the equipment that will be procured and used in the process of data processing and data exchange by competent, receiving and source authorities in accordance with this Law;

Sets standards which is necessary at the locations whereat the access to central register system and data exchange is done in order to provide security and protection of data and the system itself;

Implement administrative proceedings regarding the scope of work of the Agency in accordance with the effective legal regulations;

The Agency is responsible for personalization and technical processing of the following identification documents:

Identity cards;

Identity cards for foreigners;

Driving licenses;

Travel documents;

Documents for registration of vehicles;

Other identification documents with the consent of the competent authorities and special Decision of the Council of Ministers;

The Agency maintains registers for:

personal identification numbers (JMB);

permanent and temporary residence of Bosnia and Herzegovina;

identity cards of Bosnia and Herzegovina nationals;

civil, service and diplomatic passports;

driving licenses;

registration of motor vehicles and registration documents;

identity cards for foreigners;

fines and for infringements;

other registers approved by the source authorities, and with special Decision of the Council of Ministers;

The Agency is exclusively competent for technical maintenance and electronic storage of data and information kept in the registers defined as public welfare at Bosnia and Herzegovina level in paragraph (3) of this Article.

The Agency is not the owner of the data stored in the registers defined in paragraph (3) of this Article, but a source authority is.

The Agency is responsible for digital signing in the field of identification documents, i.e. it is responsible for electronic certificates and electronic signatures related to identification documents, in accordance with the law governing the electronic signature;

The Agency is responsible for cooperation with international institutions in charge of the field of identification documents.

4. HEADQuarters OF THE AGENCY:

Headquarters of the Agency is in Banja Luka.