

Case Study



Cyprus Ministry of Finance

> eSignature for Government Portal applications

Our Esteemed Customers have entrusted inteliscape for their key projects, either simple projects of a few days or complex projects of 400 man days. We treat each Customer relationship on its own merit and do our best to ensure that the Customer will pursue a long lasting strategic relationship with inteli-scape.

Customer: Cyprus Ministry of Finance

Headquartered in Nicosia, Cyprus, The Ministry of Finance is the government agency in charge of formulating the country's economic policy. Also, the ministry prepares and implements the Budget of the Central Government. Other duties include the taxation policy, the utilization of the human and economic resources in the public sector, and the computerization of the Public Services.

Country or Region: Cyprus

Industry: Government

Challenge: Design, develop and implement electronic signature processes for the Cyprus Government, meeting the requirements of a secure online document communication between citizens, businesses and Government

Solution: Implementation of an electronic signature creation and verification processes for European Citizen online-forms in a Lotus Domino application using the components of third party open source software.

Business Value: The utilization of electronic services with digital signature will reduce the enormous administrative costs and the time needed to sign manually the thousand application forms needed for government to do business with individuals and companies. The e-signature process will provide a secure process for signature authentication of all the government document communication with the private sector in the EU.

The screenshot displays the PSC Cyprus Portal interface. At the top, there is a navigation bar with links for 'Services Sectors', 'Business Startup', and 'Service Recipients'. The main content area is divided into several sections: 'Providing Services in Cyprus', 'Setting up a business', 'Expanding a business in Europe', and 'Rights of Service Recipient'. A 'Personal Space' section encourages users to log on to their personal space and access ongoing procedures. Below this, there is a 'Point of Single Contact' section. On the right side, there are several buttons: 'Submit Application Form', 'View Application Status', 'Edit my Personal Info', 'Change Password', and 'Logout'. At the bottom, there is a login form with fields for 'Username' (containing 'applicant') and 'Password' (containing '*****'), and a 'Sign In' button. A small note at the bottom center states: 'If you are not a registered user yet, you can [register now](#)'.

Implementation:

The Ministry of Finance decided to adopt inteli-scape's recommendation for a signature creation and verification processes for European Citizen online-forms by using the components of MOA (Modules for Applications). inteli-scape created a signature creation and verification processes for 20 Government application forms in both the Greek and the English language bringing the total forms' number to 40. The forms structure, layout and content are configurable, as they are expected to change during the form's lifecycle.



REPUBLIC OF CYPRUS
PSC Cyprus: Details of the proposed Manager of a Catering/Entertainment Establishment

Details of the proposed Manager of a Catering/Entertainment Establishment

Welcome **MARZANNA FLORIDOU**

CYPRUS TOURISM ORGANISATION
P.O. BOX 24535, TEL: 22691100, FAX: 22338541
1390 NICOSIA

DETAILS OF THE PROPOSED MANAGER OF A CATERING/ENTERTAINMENT ESTABLISHMENT

1. Name of establishment:*	Lara	
2. Name of manager:*	Peter	
3. Identity card number or passport number:*	7723588	
4. Nationality (essential only for Non-European Union citizens)(1):*	Cypriot (Other - specify) gh	
5. Home Address:*	Larkanos 28	
Telephone No.:	22778833	
6. Date of undertaking business:*	08/02/2010 DD/MM/YYYY	
7. Academic qualifications (2):		
(a) Graduate of a secondary school:*	YES	
(b) Graduate of a Hotel School or Tourist Occupations School:*	NO	
8. Knowledge of foreign languages:*	French	
9. Industrial experience:		
Name of Establishment	Position	From-To
Inteli-Demo Hotel	Reception Manager	02/02/2010-11/02/2010
Telis Beach Hotel	Front Desk Manager	02/02/2010-21/02/2010
Inteli-Demo Hotel	F & B Manager	02/02/2010-28/02/2010
10. Has any court order been issued for the restriction of the free use of your property?*	YES	
11. Clean Criminal Record:*	YES	
12. E-mail:*	sdgg@gmail.com	

DETAILS OF THE PROPOSED MANAGER OF A CATERING/ENTERTAINMENT ESTABLISHMENT

1. Name of establishment:*

2. Name of manager:*

3. Identity card number or passport number:*

4. Nationality (essential only for Non-European Union citizens)(1):*

--- Choose ---

(Other - specify)

5. Home Address:*

Telephone No.:

6. Date of undertaking business:*

DD/MM/YYYY

7. Academic qualifications (2):

(a) Graduate of a secondary school:*

YES NO

(b) Graduate of a Hotel School or Tourist Occupations School:*

YES NO

8. Knowledge of foreign languages:*

9. Industrial experience:

Name of Establishment	Position	From-To

10. Has any court order been issued for the restriction of the free use of your property?*

YES NO

11. Clean Criminal Record:*

YES NO

12. E-mail:*

Attached documents:

(1) Copy of identity card or passport number

(2) In case of a non EU national a work permit is essential.

(3) The certificates for the academic, the industrial experience

(4) Criminal record of the proposed manager must be submitted (points 7 and 11 above)

Applicant's Solemn Statement

I hereby declare that I accept the processing of my personal data by the Cyprus Tourism Organisation according to the current provisions of the Processing of Personal Data (Protection of Individual) Law of 2001. I understand that my personal data declared in the present form will be handled in confidentiality and secrecy and processed in electronic and/or in any other form by persons duly authorized by the Cyprus Tourism Organisation, for the purpose of being approved for the position of a catering establishment.

Ο πρί Τομέας Κοινωνικής Συνοχής Νόμος

Αίτηση Εγγραφής Εργοδότη
Application for Employer's Registration

Όλα τα πεδία που σημειώνονται με * είναι υποχρεωτικά.
All fields marked with * are mandatory.

1. Κατηγορία Εργοδότη
Category of Employer: *

Άτομο / Individual
 Εταιρεία Περιορισμένη Ευθύνης / Company
 Συνεταιρισμός / Partnership
 Άλλος Οργανισμός / Other Organisation

2. Όνομα Εργοδότη:
Employer's Name: *

3. Ημερομηνία από την οποία ο αιτών έγινε εργοδότης:
Date from which the applicant became an employer: *

DD/MM/YYYY

4. Είδος Επιχείρησης:
Business Type: *

Παραγράψτε με ακρίβεια το είδος της επιχείρησης
Precisely describe the type of business

Άτομο/Individual

5. Είμαι Πολίτης της Κυπριακής Δημοκρατίας /
I am a Citizen of Cyprus Republic *
 Είμαι Πολίτης της Ευρωπαϊκής Ένωσης /
I am a Citizen of European Union

--- Επιλέξτε / Choose --- *

Χρυσά Τυπώματα
Identification Keys *

6. Αριθμός Κυπριακής Ταυτότητας
Cyprus Identity Card Number: *

7. Αριθμός Εγγραφής Αλλοδαπού Κύπριου
Alien Registration Certificate Number: *

8. Αριθμός Διαβατηρίου
Passport Number: *

9. Αριθμός Κοινωνικών Ασφαλίσεων Κύπρου
Cyprus Social Insurance Number: *

10. Αριθμός Εγγραφής/Ασφάλισης ΕΕ:
Registration Number/Social Insurance Number in EU: *

11. Χώρα ΕΕ:
EU Country: *

--- Επιλέξτε / Choose --- *

Εταιρεία Περιορισμένη Ευθύνης/Συνεταιρισμός/Άλλος Οργανισμός
Company/Partnership/Other Organisation

12. Αριθμός Εγγραφής Εταιρείας/Συνεταιρισμού στην Κύπρο:
Company's/Partnership's Registration Number in Cyprus: *

13. Διευθυντής / Συνεταιρι:

The 20 Government departments to provide e-signature services are:

Citizens

1. Income taxes: declaration, notification of assessment
2. Job search services by labour offices
3. Social security benefits
4. Personal documents: passport and driver's licence
5. Car registration (new, used, imported cars)
6. Application for building permission
7. Declaration to the police (e.g. in case of theft)
8. Public libraries (availability of catalogues, search tools)
9. Certificates (birth and marriage): request and delivery
10. Enrolment in higher education/university
11. Announcement of moving (change of address)
12. Health related services (interactive advice on the availability of services in different hospitals; appointments for hospitals)

Business

1. Social contributions for employees
2. Corporate tax: declaration, notification
3. VAT: declaration, notification
4. Registration of a new company
5. Submission of data to statistical offices
6. Customs declarations
7. Environment-related permits with reporting
8. Public procurement

Υπογράφοι:	Αριθμός Αναφορών: 136868 Επώνυμο: Max Σύνθετος Όνομα: Max Mustermann Χώρα: AT
Εκδότης:	Σύνθετος Όνομα: a-sign-Premium-Test-Sig-02 Τύπος Οργανισμού: a-sign-Premium-Test-Sig-02 Οργανισμός: Trusts Ges. f. Sicherheitssysteme im elektr. Datenverkehr Χώρα: AT
Ημερομηνία:	27/04/2010 06:28:10
Αποστολή:	Η αίτηση αυτή έχει επίσημο υπογραφή. Η εκτύπωση του εγγράφου αυτού έχει αξιολογηθεί με το ήμισυ για τις Ηλεκτρονικές Υπογραφές, αποδεκτή ούσα ως δημόσιο έγγραφο.

Electronic Identification (eID) Card

A fundamental component in the process of identification and signing is the electronic identification. It enables citizens and businesses to securely access electronic public services and complete administrative procedures electronically by signing online forms or contracts, which normally require a personal handwritten signature.

The electronic identity contains on a chip card a qualified electronic signature and identity data from the owner. The issuing of electronic identity cards will be carried out by various issuing authorities accepted by the Government of Cyprus.

In order for an e-signature owner to be able to access public services and sign online forms he/she needs:

1. A registered electronic identity card issued by a trusted issuing authority
2. A PC and a card reader for inserting the electronic identity card

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