

“E- Fiscal Record Certificate Releasing” Project

Problem description

As known, the problems in the quality of public services in Romania include excessive bureaucracy, the terms, duration and pay-office waiting time conditions, the lack of efficient wicket (pay-office) activity organization, lack of complete information regarding the public services available, and so on and so forth. These problems are found concerning of the fiscal record certificate releasing.

The fiscal record certificate contains information about the fiscal events made by a contributor: person or company.

The fiscal record certificate is released by the Fiscal Certificate Managing Office (FCMO), which is a department of Public Financial General Authority from Romania. The responsibilities of the FCMO are the followings: receiving documents folder required, elaborating and releasing the fiscal certificate. In order to fulfill its first responsibility, a civil servant has to verify the contributor's identification data and contributor's fiscal situation, and filling in his/her fiscal record certificate. The identification data are verified with the help of the local police that manages the population evidence database.

The business process of fiscal certificate releasing assume that the civil servant will give the certificate to the contributor, send the data of the certificate to the Finance Ministry and archive the file with all the documents that were received from contributor.

In order to obtain a fiscal record certificate a contributor has to give to the civil servant a file with the following documents: releasing application of the fiscal record certificate, contributor identity card copy, invoice of the judicial stamp fee payment by 20 RON (by express – in 5 workdays) or 5 RON for 10 workdays. The judicial stamp fee should be paid at the State Treasury of the city where the headquarters of the Trade Register is located.

If it is the case, the authorized person has to give the procurement agreement in original and the Xerox copy of person's identity card.

Due to the above problems enumerated in the first paragraph of the description, the FCMO decided to buy a software system that facilitates the fulfilling its responsibilities. The system is used by the contributor, cashier from the State Treasury, and the civil servant from FCMO.

- First, the contributor uses the software system with the objective to get information about the documents that are necessary for the obtainment of the fiscal record certificate.
- Second, the contributor pays the judicial stamp fee to the State Treasury. Here, the cashier uses the system in order to memorize the payment and releasing the invoice.
- After that, the contributor submits all the information to the system that will validate the identity of his or her and will consult the fiscal event registry to gather the fiscal status of the person. Retrieving the fiscal status for the required person, the system will register the application made by the contributor and will complete the Fiscal Record Certificate consulting the Fiscal Events Registry. After the creation of the certificate the system, announce the contributor that the certificate is ready to be signed.
- The next day he/she was announced, the contributor can request to the civil servant the release of the fiscal record certificate that will be dated by the system with exactly the date of releasing, and the only thing he/she must do is sign for the receiving of the act. Now the fiscal record certificate is archived and is shared between public organizations such that they can have common access to it, as they need it for some reasons.

Project Task: Design and implement the “E- Fiscal Record Certificate Releasing” software system.