

Digitalization of paper documents

Conclusions of the questionnaire

by Agostina Lodde - CP from Agenzia delle Entrate- Italy.

Brussels, 4th March 2021



RESPONSES TO THE QUESTIONNAIRE

We had 22 contributions:

Austria, Belgium, Bulgaria, Cyprus, Croatia Estonia,
Finland, Greece, Ireland, Italy_Agenzia delle Entrate;
Italy_Libro fondiario, Latvia, Lithuania, Luxembourg,
Malta, Poland, Portugal, Romania, Slovakia, Spain,
Sweden, The Netherland

First question

What method did you use/planning to use for the digitization of paper registers: a massive acquisition system or an on-demand digitization preferred?



*S*istema

*I*nter

*S*cambio

*TER*ritorio



First question

The methods used for the digital acquisition of paper documents vary in consideration of two main factors:

1. the greater or lesser consistency of the archives to be digitized
2. the time and the financial means available for a massive acquisition

First question

1.1 Some systems as the **Italian** one had a large amount of paper documents to be scanned because of the structure itself of the registry, which consists of a collection of notes (transcription, mortgage inscription and annotation) indexed by a personal basis.

First question

BULGARIA (Archives are digitized partially (since 2009) But they are planning to digitalize the whole paper archive)

GREECE (Expect the project of a massive digitization next year)

LATVIA (started a massive digitization in 2014 but from that date both incoming documents and old documents are digitized on request)

LITHUANIA (on demand, but in the nearest future they are planning a massive acquisition)

LUXEMBURG (A project is on discussion to massively acquire the paper registries of ten years back)

First question

MALTA (a massive acquisition have been preferred)

POLAND (the paper form is the rule except for motion submitted by bailiffs, tax offices and notaries) PORTUGAL (The historical information of each property before 2009 is only saved on paper support.)

ROMANIA (The paper archives are going to be digitized through a public procurement system.)

SPAIN (according to Spanish regulation, the documents can access to public offices both in paper and electronic format, considering that the digitalization of the documents and registry files in process is on demand, as the massive digitalization is not recommended.

SWEDEN (There are no plans at the moment to digitalize old paper documents, which are stored at an archiving authority.)

First question

1.2 Systems in which the core instrument of legal information is the Landbook itself have managed to digitize faster the old volumes.

**AUSTRIA, ESTONIA, IRELAND, TRENINO-LIBRO
FONDIARIO**

Second question

Did the digitization of the documents change any organizational and/or work process?



Second question

In those countries where digitization process has been completed the current system in place (end-to-end IT-solution) is not anymore comparable with the working conditions in the past.

It is the case of AUSTRIA, TRENTINO - LIBRO FONDIARIO, ESTONIA and IRELAND

Second question

Many countries have not yet completed the digitization process of their paper archives.

A more or less wide part of registries still remains in paper format. However, even for organizations that still maintain part of the archives in non-digital format, the advantages of digitization are clearly and unanimously perceived.

It is the case of BELGIUM, BULGARIA, CYPRUS, ITALY, LATVIA, PORTUGAL, SWEDEN

Second question

The main **advantages** of acquiring the old paper registries in digital format can be summarized as follows:

The digitization of documentation has made it possible **to work more efficiently and in particular to work from a distance (teleworking).**

Digitization is a prerequisite for the provision of services entirely in electronic way – both request and receipt, **easily accessible to citizens and businesses.**

It also provides for **better and less time-consuming execution of processes**, consistency and quality and reduces the necessity of verifying compliance of the data with the paper documents. **Digitization helps reduce administrative burdens.**

Second question

Digitalization had a huge impact on our work process. We can stress one in particular – the creation of a national database.

This database allowed us, on one hand, to abolish territorial jurisdiction and, on another hand, to make available permanent certificates of land registry information, through a direct consult to the database in real-time.

It is also important to mention that **digitalization has made possible a dramatic reduction in the size of the paper archive.**

In the future, we intend to make available electronic certification of the documents as we already have in the business registry.(**PORTUGAL**)

Second question

These digitization projects make sense **as a tool for the preservation of the Registry Collection in the long term, but they do not entail reaching the status of Electronic Registry** as they do not involve a comprehensive electronic treatment of the registry, from the entry of electronic documents to their dispatch. through electronic registrations in a Real Electronic Folio, including specialized training for registrars and other registry operators, adaptation of the registration procedure, with the appropriate legal and regulatory changes, change management and the rest of the factors involved. **What defines an Electronic Public Registry is that the basic mortgage principle, that of Public Registry Faith , derives from electronic registry entries and not from entries printed on paper pages.** On the other hand, it is not relevant that the documents that access the Registry have paper or electronic format. Neither it is relevant if the users of the Registry prefer that the registry publicity be issued in paper or electronic format.**(SPAIN)**

THANK YOU FOR YOUR ATTENTION

Agostina Lodde

