

Application form for a project under the Instrument for Recovery and Sustainability
1. Name of the project.
DIGITALIZATION OF KEY COURT PROCEEDINGS IN THE SYSTEM OF ADMINISTRATIVE JUSTICE.
2. Description of the project (objectives, main activities).
<p>OBJECTIVES:</p> <ul style="list-style-type: none"> - Optimization of the work of magistrates and court employees from the system of administrative justice through the introduction and use of digital technologies in the processes; - Achievement of faster, more efficient and accessible jurisdiction in administrative cases, capable to function smoothly in every situation (including pandemic, etc.); - Achievement of savings in consumables and human resources in the administration and processing of files in administrative cases; - Achievement of a more environmental friendly justice process by reducing the use of paper and diminishing the need to move documentation (summons and administrative files); <p>BASIC ACTIVITIES:</p> <ul style="list-style-type: none"> - Activity 1 - Investigation of leading good practices on digitization of judicial work processes in other countries through business trips of magistrates, court clerks and representatives of selected contractors and collection of information through various means of correspondence within the professional organizations of administrative judges at national and international level; - Activity 2 - Development and implementation of a module for matching EDIS with the Electronic Portal for summoning of SJC and that of DAEU regarding the parties in administrative cases; - Activity 3 - Development and implementation of modules for interconnection of EDIS with EISS - digital exchange of information on cases available in one system to the other and their subsequent updating. This activity is needed due to the existence of a significant number of cases heard at different instances by courts of the two systems or jointly by the two Supreme Courts, such as cases of an administrative-criminal nature and cases with mixed panels of SAC and SCC; - Activity 4 - Development and implementation of an information module enabling digital remote submission and receipt of electronic documents on court cases by the parties and their procedural representatives; - Activity 5 - Development and implementation of an information module for conducting remote closed court hearings of court panels, through which individual magistrates can freely decide regardless of their location and development and implementation of an information module for conducting remote open court hearings, when necessary, in order to save procedural time, reduce the number of adjourned open court hearings and overcome the delay of cases as a result of an emergency, pandemic, etc. - Activity 6 - Purchase and implementation of data storage hardware in a data center, to be made by SJC. Replacement of existing data storage hardware and bringing it into standby mode.
3. Beneficiary.

4. Time schedule for project implementation, incl. activities, stages.**Deadline for implementation of all project activities - 48 months****Activity 1:**

Sub-activity 1 – Drawing a plan for conducting a study of good practices in other countries, in order to identify models for reception during the implementation of the other project activities

1-3 months.

Sub-activity 2 – Conducting a study of leading good practices in digitization of work processes in the judiciary in other countries through business trips of magistrates, court clerks and representatives of selected contractors to the activities and collection of information through various means of correspondence within professional organizations of administrative judges at national and international level

4-13 months.

Activity 2:**Sub-activity 1 - Research and conduction of a procedure for public procurement.**

1. Research - analysis and preparation of an assignment for implementation of a module for matching EDIS with the Unified Portal for Summoning of SJC and the DAEU Notification System.
1-3 months.
2. Organization of a procedure for selection of a contractor and assigning the implementation of the activity.
4-8 months.

INTERMEDIATE RESULT INDICATOR:

- A contract with the selected contractor of the activity according to the preset assignment.
– 2021 – 0, 2021 – 1

Sub-activity 2 - – Development and implementation of the module

3. Development and adoption of a design.
a. 9 – 10 months
4. Development of the module.
a. 9 – 12 months
5. Purchase of the necessary machines and equipment for operation of the module.
a. 9 – 12 months
6. Configuring and commissioning of the machines and the equipment.
a. 12 – 13 months
7. Test operation of the module and elimination of omissions and inaccuracies.
a. 12 – 14 months
8. Configuring and commissioning of the module.
a. 14 – 15 months.

RESULT INDICATOR:

- Implemented module 2021 – 0/2022 – 1

Activity 3:

Sub-activity 1 - Assignment for development

1. Research, analysis and development of an assignment for interconnection of EDIS with EISS - digital exchange of case information.
 - a. 7 – 11 months
2. Organization of a procedure for selection of a contractor and assignment of the development.
 - a. 12 – 16 months

INTERMEDIATE RESULT INDICATOR:

Contract with a selected contractor – 2021 – 0, 2022 – 1

Sub-activity 2 - Development and Commissioning.

3. Development and adoption of a design.
 - a. 17 8 12 months
4. System development.
 - a. 17 – 21 months
5. Purchase of the necessary machines and equipment for operation of the system.
 - a. 19 – 21 months
6. Configuring and commissioning of the machines and the equipment.
 - a. 19 – 22 months
7. Test operation of the module and elimination of omissions and inaccuracies.
 - a. 21 – 22 months
8. Configuring and commissioning of the module.
 - a. 22 – 23 months

RESULT INDICATOR:

Record for commissioning of the system - 2021 – 0, 2022 - 2

Activity 4:

Sub-activity 1 - Assignment for development

1. Research, analysis and development of an assignment for digital remote submission and receipt of electronic documents on court cases by the parties and their procedural representatives.
 - a. 13 – 18 months
2. Organization of a procedure for selection of a contractor and assignment of the development.
 - a. 19 – 23 months

INTERMEDIATE RESULT INDICATOR:

Contract with a selected contractor according to the previously done analysis. – 2021 – 0, 2022 – 1

Sub-activity 2 - Development and Commissioning.

3. Development and adoption of a design.
 - a. 24 – 26 months
4. System development.
 - a. 25– 34 months
5. Purchase of the necessary machines and equipment for operation of the system
 - a. 24 – 34 months
6. Configuring and commissioning of the machines and the equipment.
 - a. 25 – 35 months
7. Test operation of the system and elimination of omissions and inaccuracies. Training.
 - a. 25 – 36 months
8. Configuring and commissioning of the system.
 - a. 27 – 38 months

RESULT INDICATOR:

Record for commissioning of the system – 2021 – 0, 2024 - 2

Activity 5:

Sub-activity 1 - Assignment for development

1. Research, analysis and development of an assignment for conducting remote closed and open court hearings of court panels.
 - a. 13 – 18 months
2. Organization of a procedure for selection of a contractor and assignment of the development.
 - a. 19 – 23 months

INTERMEDIATE RESULT INDICATOR:

Contract with a selected contractor – 2022 – 0, 2022 – 1

Sub-activity 2 - Development and commissioning

3. Development and adoption of design.
 - a. 24 – 26 months
4. System development.
 - a. 24– 34 months
5. Purchase of the necessary machines and equipment for operation of the system.
 - a. 24 – 34 months
6. Configuration and commissioning of machines and equipment.
 - a. 25 – 35 months
7. Test operation of the system and elimination of omissions and inaccuracies. Training.
 - a. 25 – 36 months
8. Configuring and commissioning of the system.
 - a. 27 – 38 months

RESULT INDICATOR:

Record for commissioning of the system – 2022 – 0, 2024 - 2

Activity 6:

Sub-activity 1 - Assignment for development

1. Research, analysis and development of a project assignment for the use of the SJC data center. Research, analysis and development of an assignment for a backup data center.
 - a. 23 – 28 months
2. Starting a procedure for selection of a contractor and assignment of the project.
 - a. 29 – 33 months

INTERMEDIATE RESULT INDICATOR:

Contract with a selected contractor – 2023 – 0, 2024 – 1

Sub-activity 2 - Development and commissioning

3. Development and adoption of the project.
 - a. 34 – 36 months
4. Work on the project.
 - a. 33– 44 months
5. Purchase of the necessary machines and equipment for the data storage center.
 - a. 33 – 44 months
6. Configuring and commissioning of the machines and equipment.
 - a. 34 – 46 months
7. Provision of connectivity between the SAC building and the data storage center.
 - a. 34 – 46 months
8. Configuring and commissioning of the data storage center.
 - a. 37 – 48 months

RESULT INDICATOR:

Record for commissioning of the system – 2023 – 0, 2025 - 2

4.1 When at earliest can the implementation of the project start after its approval?

At latest two months after final approval.

5. Indicative financial resource by activities, incl. sources of funding

TOTAL FINANCIAL RESOURCE - BGN 7,160,000

The funds to be distributed by activities as follows:

Under activity 1 - Investigation of leading good practices on digitization of judicial work processes in other countries through business trips of magistrates, court clerks and representatives of selected contractors and collection of information through various means of correspondence within the professional organizations of administrative judges at national and international level - **BGN 60,000;**

Under activity 2 – Development and implementation of a module for matching EDIS with the Electronic Portal for summoning of SJC and that of DAEU regarding the parties in administrative cases - **BGN 100,000; (the main cost should be on behalf of SJC);**

Under activity 3 – Development and implementation of modules for interconnection of EDIS with EISS - digital exchange of information on cases available in one system to the other and their subsequent updating - **BGN 750,000.**

Under activity 4 – Development and implementation of an information module enabling digital remote submission and receipt of electronic documents on court cases by the parties and their procedural representatives - **BGN 3,500,000;**

Under activity 5 - Development and implementation of an information module for conducting remote closed court hearings of court panels, through which individual magistrates can freely decide regardless of their location and development and implementation of an information module for conducting remote open court hearings, when necessary, in order to save procedural time, reduce the number of adjourned open court hearings and overcome the delay of cases as a result of an emergency, pandemic, etc. - **BGN 750,000.**

Under activity 6 – Purchase and implementation of data storage hardware in a data center, to be made by SJC - **BGN 1,500,000 (the construction of the center itself to be carried by SJC, and SAC to use space and power supply to place its equipment).** Replacement of existing data storage hardware and bringing it into standby mode- **BGN 500,000.**

5.1. Allocate Indicatively the financial resource according to the type of expense:

Under activity 1 - Investigation of leading good practices on digitization of judicial work processes in other countries through business trips of magistrates, court clerks and representatives of selected contractors and collection of information through various means of correspondence within the professional organizations of administrative judges at national and international level - **BGN 60,000;**

1. Human capital:

- Increase of the skills for working in an electronic environment
- Retraining

2. Labor:

- Remuneration and project management costs.
- Consulting services.

Under activity 2 - Development and implementation of a module for matching EDIS with the Electronic Portal for summoning of SJC and that of DAEU regarding the parties in administrative cases - **BGN 100,000;** (the main cost should be on behalf of SJC);

1. Infrastructure construction/rehabilitation (CMP)

2. Physical capital:

- Purchase of machinery and equipment - **BGN 10,000.**

3. Human capital (skills development, retraining)

4. Labor (labor costs, consulting services, project management team remuneration)

5. Technology:

- Costs for acquisition of NMDA - software development and implementation - **BGN 90,000.**

Under activity 3 - Development and implementation of modules for interconnection of EDIS with EISS - digital exchange of information on cases available in one system to the other and their subsequent updating - **BGN 750,000.**

1. Infrastructure construction/rehabilitation (CMP)
2. Physical capital:
 - Purchase of machinery and equipment - BGN 50,000.
3. Human capital (skills development, retraining, project management team remuneration)
4. Labor (labor costs, consulting services,
 - Consulting services costs – BGN 50,000.
5. Technology:
 - Costs for acquisition of NMDA - software development and implementation - BGN 650,000.

Under activity 4 - Development and implementation of an information module enabling digital remote submission and receipt of electronic documents on court cases by the parties and their procedural representatives - BGN 3,500,000;

1. Infrastructure construction/rehabilitation (CMP)
2. Physical capital:
 - Purchase of machinery and equipment - BGN 250,000.
3. Human capital:
 - Skills development - BGN 425,000 (total training)
4. Labor
 - Consulting services costs and project management team remuneration - BGN 350,000 (detailing of the requirements).
 - Implementation costs - BGN 400,000
5. Technology:
 - Costs for acquisition of NMDA - software development and implementation - BGN 2,075,000 (design and development).

Under activity 5 - Development and implementation of an information module for conducting remote closed court hearings of court panels, through which individual magistrates can freely decide regardless of their location and development and implementation of an information module for conducting remote open court hearings, when necessary, in order to save procedural time, reduce the number of adjourned open court hearings and overcome the delay of cases as a result of an emergency, pandemic, etc. - BGN 750,000.

1. Infrastructure construction/rehabilitation (CMP)
2. Physical capital:
 - Purchase of machinery and equipment - BGN 54,000.
3. Human capital:
 - Skills development - BGN 91,000 (total training)
4. Labor
5. Consulting services costs and project management team remuneration - BGN 75,000 (detailing of the requirements).
 - Implementation costs - BGN 86,000
6. Technology:
 - Costs for acquisition of NMDA - software development and implementation – BGN 444,000 (design and development).

Under activity 6 - Purchase and implementation of data storage hardware in a data

center, to be made by SJC - BGN 1,500,000 (the construction of the center itself to be carried by SJC, and SAC to use space and power supply to place its equipment).

1. Infrastructure construction/rehabilitation (CMP)
2. Physical capital:
 - Purchase of machinery and equipment - BGN 950,000.
3. Human capital:
 - Skills development - BGN 100,000 (training)
4. Labor
 - Consulting services costs and project management team - BGN 100,000 (detailing of the requirements).
 - Implementation costs - BGN 200,000
5. Technology:
 - Costs for acquisition of NMDA - BGN 150,000 (licenses).

Sub-activity 2 - Replacement of existing data storage hardware and bringing it into standby mode - **BGN 500,000.**

1. Infrastructure construction/rehabilitation (CMP)
 - Physical capital:
 - Purchase of machinery and equipment - BGN 360,000.
2. Human capital:
 - Skills development - BGN 20,000 (training)
3. Labor
 - Consulting services costs and project management team - BGN 20,000 (detailing of the requirements).
 - Implementation costs - BGN 60,000.
4. Technology:
 - Costs for acquisition of NMDA - BGN 40,000 (licenses).

N. B. Under points 4 and 5: The forecast values are calculated on the basis of historical data from approved and conducted project: "Creation of a reliable environment for data exchange and communication between the administrative courts in the Republic of Bulgaria and construction of a unified information system (EDIS) for implementation in the administrative courts in the Republic of Bulgaria", available on the SAC website:

[http://www.sac.government.bg/home.nsf/0/5F452534F24496FF42257C710036D2EF/\\$FILE/%D0%94%D0%BE%D0%BA%D1%83%D0%BC%D0%B5%D0%BD%D1%82%D0%B0%D1%86%D0%B8%D1%8F%20%D0%B7%D0%B0%20%D0%BE%D1%82%D0%BA%D1%80%D0%B8%D1%82%D0%B0%20%D0%BF%D1%80%D0%BE%D1%86%D0%B5%D0%B4%D1%83%D1%80%D0%B0.pdf](http://www.sac.government.bg/home.nsf/0/5F452534F24496FF42257C710036D2EF/$FILE/%D0%94%D0%BE%D0%BA%D1%83%D0%BC%D0%B5%D0%BD%D1%82%D0%B0%D1%86%D0%B8%D1%8F%20%D0%B7%D0%B0%20%D0%BE%D1%82%D0%BA%D1%80%D0%B8%D1%82%D0%B0%20%D0%BF%D1%80%D0%BE%D1%86%D0%B5%D0%B4%D1%83%D1%80%D0%B0.pdf)

Additionally, informative references in public information on the Internet were used.

At the stage of submission of a project proposal, all data will be updated to the respective period in view of current prices and technologies.

6. Indicators.

6.1. Indicator/s, including result

Activity 1:

Sub-activity 1 – Drawing a plan for conducting a study of good practices in other countries, in order to identify models for reception during the implementation of the other project

activities

1-3 months.

Sub-activity 2 – Conducting a study of leading good practices in digitization of work processes in the judiciary in other countries through business trips of magistrates, court clerks and representatives of selected contractors to the activities and collection of information through various means of correspondence within professional organizations of administrative judges at national and international level

4-12 months.

Activity 1:

INTERMEDIATE RESULT INDICATOR:

- Ready and approved plan for activities related to the study of good practices in other countries– 2021 – 0, 2021 – 1

RESULT INDICATOR:

- Ready and approved report for the conducted study of good practices in other countries– 2021 – 0, 2022 – 2

Activity 2:

Sub-activity 1 - Research and conduction of a procedure for public procurement.

INTERMEDIATE RESULT INDICATOR:

- A contract with the selected contractor of the activity according to the preset assignment.
– 2021 – 0, 2021 – 1

Sub-activity 2 – Development and implementation of the module

RESULT INDICATOR:

- Developed and Implemented module for matching EDIS with the Electronic Portal for summoning of SJC and that of DAEU regarding the parties in administrative cases
- 2021 – 0/2022 – 1

Activity 3:

Sub-activity 1 - Research and conduction of a procedure for public procurement.

INTERMEDIATE RESULT INDICATOR:

Contract with a selected contractor – 2021 – 0, 2022 – 1

Sub-activity 2 – Development and implementation of the module

RESULT INDICATOR:

- Developed and implemented module for interconnection of EDIS with EISS - digital exchange of information on cases available in one system to the other and

their subsequent updating– 2021 – 0, 2022 - 2

Activity 4:

Sub-activity 1 - Research and conduction of a procedure for public procurement.

INTERMEDIATE RESULT INDICATOR:

Contract with a selected contractor according to the previously done analysis. – 2021 – 0, 2022 – 1

Sub-activity 2 – Development and implementation of the module

RESULT INDICATOR:

- Developed and implemented information module enabling digital remote submission and receipt of electronic documents on court cases by the parties and their procedural representatives– 2021 – 0, 2024 - 2
- – 2021 – 0, 2024 - 2

Activity 5:

Sub-activity 1 - Research and conduction of a procedure for public procurement.

INTERMEDIATE RESULT INDICATOR:

Contract with a selected contractor – 2022 – 0, 2022 - 1

Sub-activity 2 – Development and implementation of the module

RESULT INDICATOR:

- Development and implementation of an information module for conducting remote closed court hearings of court panels, through which individual magistrates can freely decide regardless of their location and development and implementation of an information module for conducting remote open court hearings, when necessary, in order to save procedural time, reduce the number of adjourned open court hearings and overcome the delay of cases as a result of an emergency, pandemic, etc. – 2022 – 0, 2024 - 2

Activity 6:

Sub-activity 1 - Research and conduction of a procedure for public procurement.

INTERMEDIATE RESULT INDICATOR:

- Contract with a selected contractor – 2023 – 0, 2024 - 1

Sub-activity 2 – Development and implementation of the module

RESULT INDICATOR:

- Record for commissioning of the of the data storage sites (mainly the data center of SJC and the back up one in SAC) - 2023 - 0, 2025 - 2

<ul style="list-style-type: none"> - Optimization of the work of magistrates and court employees from the system of administrative justice by creation of skills and increasing knowledge as well as introducing new digital processes, leading to improved service to citizens and businesses - Improvement of the business environment by ensuring an interrupted legal process significantly more independent of emergencies, which, together with electronic summoning and the ability to submit electronic documents, should lead to an even faster process; - Improvement of the service to citizens and business by providing the possibility to hold remote open court hearings, electronic filing and receipt of documents - Improvement of the service to citizens and businesses by providing the possibility to hold remote open court hearings, electronic filing and receipt of documents; - Facilitation of summoning and notification on administrative cases by introducing an electronic summoning and notification system. Achieving savings and a more environmental friendly justice process.
7. Does the implementation of the project require a procedure under the Public Procurement Law?
YES
7.1. If a procedure under the Public Procurement Law is required, what part of the activities and the financial resource will be subject of the public procurement?
Due to the nature of the activities under the project, all activities except those for project management, those involving magistrates and court staff for analysis, will be a subject of a public procurement.
7.2. If a procedure under the Public Procurement Act is started, what is the indicative schedule for its implementation?

Indicative time schedule - activity 1

	Months	1	2	3	4	5	6	7	8	9	10	11	12	13
1	Making an action plan and establishing the scope of the study and approval by the administrative head. An order to be Issued by the administrative head to appoint a team to implement the plan.	1	1	1										
2	Carrying out research for countries and judicial institutions pointed out by the plan, throughout contacts with branch organizations and business trips of judges and court employees.				2	2	2	2	2	2				
3	The plan implementation team presenting a report, containing findings on good practices and proposals.										3	3	3	
4	Adoption of the report by the administrative head.													4
5	Explanatory and media campaign for public acquaintance.	5												5

Indicative time schedule - activity 2

Indicative time schedule for activity 4

[illegible]

Indicative time schedule for activity 5

[illegible]

[illegible]

Indicative time schedule for activity 6

[illegible]

Administrative Procedure Code, which to introduce the possibility to hold remote open and closed court hearings in the administrative process. As far as the Supreme Administrative Court does not have a legislative initiative, the Ministry of Justice has envisaged relevant reform that would be implemented as one of the essential prerequisites for some of the project activities according to a plan - schedule for necessary and planned reforms.

11. Does the project contribute to the development of some of the aspects of the sustainable economic development? Please describe how

As the administrative courts and SAC exercise supreme supervision over the legality of the acts of the administrative bodies in sectors such as environment, energy, finance, social activities, etc. which are the base of sustainable economic development according to the Action Plan: Financing for Sustainable Growth of the European Commission, we believe that achieving faster, more efficient and transparent administrative justice would contribute to the development of these aspects. Examples of this are: the supervision of the legality of the acts of the regulatory bodies, the ministers as well as the respective agencies and commissions.

12. Does the project contribute to the implementation of the objectives of the National Development Program BULGARIA 2030? Please describe how.

The successful implementation of this project would contribute to the following objectives of the National Development Program BULGARIA 2030:

- Indicator 2 (Increase of the index for the penetration of digital technologies in the economy and society DESI) from objective 1 - Accelerated economic development;
- National priorities P4 - circular and low-carbon economy and P5 - clean air and biodiversity with corresponding goals for sustainable development, 12 - responsible consumption and 13 - fight against climate change.
- National priority P8 - Digital connectivity from development axis 3 - Connected and integrated Bulgaria;
- Increasing the values of the index - Pillar "Institutions" and Pillar "Index for online services OSI index for the development of e-government EGDI of UN".

13. Does the project contribute to the implementation of the objectives and priorities set out in the Integrated National Energy and Climate Plan? If yes, please describe how.

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