



Ministério da Administração Interna
Gabinete Coordenador de Segurança

Report on European Identity/identification Systems

A comparative study on national identity systems of European Countries (questionnaire online, analysis and final report) (EN to be translated into PT)

To be carried out under the **project “European Conference on Identity fraud and theft: The logistics for organised crime and follow-up” JLS/2007/ISEC/575**

The *Gabinete Coordenador de Segurança* (Internal Security Coordinating Office), with its Head Office at Av. D. Carlos I, nº 134, 6º-7º, 1249-104, Lisboa, Portugal, on the one hand and Mr. Alphonse Knopjes, managing director of IDManagement Centre with his office at Lange Voorhout 29, 2514 EB The Hague, The Netherlands, on the other hand have agreed on the elaboration of a **study on national identity systems of European Countries** to be carried out and published under the scope of the above mentioned project and foreseen as an important outcome of the conference.

This study shall comply with the following

Terms of reference

Introduction

Within the framework of the Portuguese Presidency of the Council of the European Union, the *Gabinete Coordenador de Segurança* (Internal Security Co-ordinating Office) organised a three-day conference on “Identity Fraud and Theft: the logistic for organized crime”, held from 7 to 9 November 2007, in Tomar.

This conference targeted law enforcement, judicial as well as identity-related authorities and brought together delegates coming from EU Member States, Associated Countries and USA as well as from organizations which play a relevant role regarding to the focused matters.

The event fostered the exchange of experiences as well as an integrated and updated approach on fraud and theft of identity, while highlighting its relevance in the current state of affairs from the criminal point of view. Special account shall also be given to the fact that most contacts, contracts and transactions are made via Internet and that the increasingly modern



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and simplified administrative acts have lead to procedural *de-materialization* and allowed personal data, retrieved for different purposes, to be recorded and managed in a digital manner.

The conference was also aimed at stressing the relevance of a secure, efficient and collaborative identity chain as the best means of protecting identity and preventing identity related-crimes. In fact, identity “thieves” take full advantage of the existing breaks in national identity systems as well as of the lack of co-operation and information between different bodies and countries.

This event seeks to complement similar initiatives adopted within the European Union framework too (as, for example, the comparative study to evaluate the need for instruments to combat organised crime and activities related to identity theft in the EU Member States- **JLS/D2/2007/05 Study – Identity theft**) and reached agreement on operative recommendations and follow-up activities towards a common strategy to the prevention of and fight against some of the identified problems. In this context, some outcomes are foreseen, being part of the Conference’s project: an e-book, a glossary on identity, the creation of multidisciplinary training teams and **a study on the identity systems of European countries**.

A funding under the EU Commission programme “Prevention of and fight against crime” was applied for the conference and its follow-up. The application is currently under evaluation.

Definitions and Objectives

Free movement of people is a basic pillar of the single area the European Union (EU) has been building since its creation. It is acknowledged as a fundamental right for EU citizens. The Directive on competition in the markets for electronic communications networks and services forms the digital extending of this free movement.

One of the pillars of this right forms the reliability of people’s identity.

*Within the framework of the study, **identity** is defined as the following minimal set of personal data: name, data of birth, place of birth, sex and nationality, registered and managed by a Government.*

Identity fraud is a growing phenomenon for the European Union. The terminology and legal frameworks concerning identities of the Member States deviate mutually. This limits a common European approach to tackle this phenomenon.



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*Within the framework of this study **Identity fraud & theft** is defined as the abuse of identities whereby identity documents (physical and digital) issued by the Government are involved.*

In order to achieve a common ground for an effective combat of identity fraud, it is desirable to dispose of an overview of the facts and figures with regard to identity within the European Union and the way the governments of the EU member states are dealing with this issue. For this reason a study will be executed.

The results of the study can also support policymaking in the field of identification of individual Member States, reduce security risks on identity fraud and improve the integrity of the identity records.

The study intends:

- ❖ To be a valuable tool towards reciprocal knowledge and understanding to support decision-making processes and to promote and enhance co-operation.
- ❖ To be a part of the whole of the follow-up activities of the conference at encompassing the wide range of issues to be aware of.
- ❖ To be complementary either to already existing information or to other related studies.
- ❖ To contribute to the adoption of common frameworks (knowledge-based and speaking a harmonized language) which will impact on identity chains' security and on reducing Identity fraud and theft as well as the connected crimes.
- ❖ To found a solid basis for reliable and updated information on European identity systems.

Scope

This comparative study targets, as the first line group, European Union Member States. This scope could be extended to other members of Council of Europe as well as to United States of America.

Contents

The study should contain, for each country:

- ① Who is registering identities,



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- ② Who is managing the population register,
- ③ Who is responsible for the management of the population information,
- ④ Who has excess rights to personal data of the population register,
- ⑤ Which documents are, according the law, identity documents,
- ⑥ Registering of numbers of the identity documents,
- ⑦ Which biometrics are recorded for identity documents,
- ⑧ Other questions

The study should produce a set of reasoned conclusions and recommendations for further actions towards the security of the identity chain, which is an effective means to prevent and tackle identity fraud.

On basis of the collected information and its analysis, it should be possible to have a comparable picture of the European identity systems as well as to identify trends and ways for further developments and co-operation foreseeing the protection of identity.

It should also be possible to establish a set of best practices and guidelines for further actions towards the security of the identity chain, which is an effective means to prevent and tackle identity fraud.

Methodology

- Setting up a questionnaire in English to be available *online*, using the IF4TD and the website of the conference as platforms,
- Contacting with entities in charge of related projects in order to avoid overlapping and profiting on synergies,
- Consulting sites and other available information of the Member States and other relevant parties,
- Getting complementary information through IF4TD network,
- Processing information using adequate software (like SPSS)

Milestones

- First draft of the questionnaire, to be presented at the Conference.
- First draft of the structure of the study, to be presented at the Conference.
- Announcement of the study at the Conference and involvement of the participants, asking them to support the study, namely by giving their approval to the questionnaire as well as being facilitators of the answers' collection.



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- Collecting and processing information – from 15/11/2007, till 01/04/2008
 - Analysing the information and set up of A DRAFT REPORT – from 01/04/2008 till 01/05/2008
- This preliminary report will be reviewed by the promoters (Portugal) and the partners in the project (UK, NL, Council of Europe)
- Working out the FINAL REPORT from 01/05/2008 to 01/07/2008

Structure

Fons Knopjes is the principal consultant. He has great experience in the different parts of the identity chain and the development and implementation of a wide range of identity documents. The final review, including quality control, is carried out by Mrs. M.G. Ruiten, Managing Director of IDManagement Centre and CEO of Management Centrum.

Steering group

A steering group will be set up, composed by a representative from the organizing committee of the Conference and by the representatives of the counter-parts in the overall project – United Kingdom, Netherlands and Council of Europe. This ad hoc body will be responsible for monitoring and commenting the work, namely the questionnaire and the preliminary report.

Legal framework and required documents

This agreement follows the administrative procedure established in the applicable Portuguese Law - Decree Law nº 197/99, published the 8th June, article 78º, f), which allows a direct contract, up to a certain amount, with a person/entity with technical and professional capacity to achieve the wanted results.

The Secretaria-Geral do Ministério da Administração Interna (Secretariat-General of The Ministry of Internal Affairs) is in charge of the administrative and financial procedures, namely those related with final payment.

As evidence of the technical and professional capacity it is required a document stating the experience and qualifications on Identity management and related issues, as well a list of the principal services provided in the past two/three years, either public or private.

It is also required the signature of the attached declaration.



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Maximum budget

The maximum amount which will be paid for the study is **4 950€**, VAT not included.

Travel costs related with preparatory meetings as well as with the presentation of the study at the Conference will not be included in this amount.

Payment and related formalities

The complete amount will be paid up to 30 days after the delivery of:

- The final report, in compliance with the terms herewith referred to.
- The related invoice

Payment will be made to the bank account of the contractor, identified as follows:

ABN AMRO Bank

Kneuterdijk

The Hague

The Netherlands

IDManagement Centre

Lange Voorhout 29

2514 EB The Hague

The Netherlands

IDM: 55.58.47.268

IBAN:NL30ABNA0555847268

BIC:ABNANL2A

Gabinete Coordenador de Segurança

Secretary- General

Lieutenant-General Leonel Carvalho

Contractor

Managing director of IDManagement Centre

Mr. Alphonse Knopjes

Date and signature, in Lisboa

2007

On

2007

