Ministry of Justice of Georgia

NATIONAL AGENCY OF PUBLIC REGISTRY

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REPORT



2021

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About National Agency of Public Registry

Legal Entity of Public Law - National Agency of Public Registry (NAPR) under the Ministry of Justice of Georgia which has imitated and adopted numerous institutional, administrative or technological innovations in order to facilitate citizens' access to its services.

At present NAPR comprises 12 key functions and 265 services, including 185 online ones which citizens can receive in the comfort of their homes.



NAPR is committed to providing information to citizens in a transparent and proactive manner, introducing new simple, innovative and accessible services and improving the existing ones.

The key functions of LEPL - National Agency of Public Registry (NAPR) are as follows:

- Registering property rights to immovable property, public law restrictions, tax mortgages/collaterals, movable property and intangible assets, entrepreneurs and non-entrepreneurial (non-commercial) legal entities, political associations of citizens, addresses and economic activities;
- Ensuring access to information;
- Assigning addresses to geographic features;
- Recording the cadastral data on immovable property;

Elaborating manuals and guidelines for territorial registration branches and authorized persons.

Immovable Property Registration

The National Agency of Public Registry (NAPR) maintains the national registry of immovable property rights based on the unified registration policy. In order to ensure the provision of reliable and high-quality services to the citizens the relevant divisions of NAPR carry out the following key activities annually:

In 2021 about 1,110,000 applications were submitted to the Registry of Immovable Property, out of which more than 750,000 have been successfully completed.



Since August 1, 2016 NAPR has been implementing the land registration reform designed to improve the land tenure security. The reform has significantly simplified the land registration procedures eliminating legal, financial and other obstacles.

In the period from 2016 to 2021 NAPR registered more than 1,300,000 land parcels under the Land Registration Reform.



The system ensuing equal distribution of registration documents was adopted reducing the workload of registrars and the quality check of registration applications was put in place.

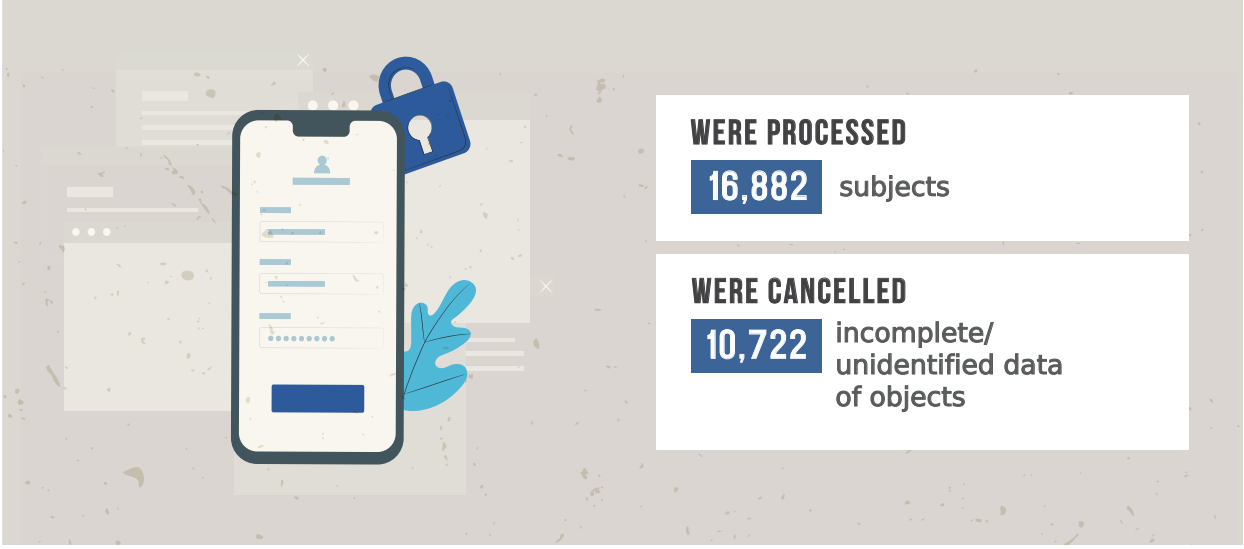
Registration of Entrepreneurs and Non-entrepreneurial (Non-commercial) Legal Entities

A number of legal and technical measures, as well as trainings, were implemented in 2021 to improve the registration procedures for entrepreneurs and non-entrepreneurial (non-commercial) legal entities.

130,000 registration applications were filed with the Business Registry in 2021.



The electronic registration cards were changed in compliance with the paper documents in order to ensure unimpeded electronic online registration of individual entrepreneurs. Under this assignment the data for 16,882 subjects were processed and the incomplete/unidentified data of 10,722 subjects were cancelled.



In order to ensure the compliance with the new Law of Georgia "On Entrepreneurs" the following measures were taken in 2021:

standard templates of charters for all types of enterprises were developed and approved by an order of the Minister of Justice;

Guidelines for the registration of entrepreneurs and non-entrepreneur (non-commercial) legal entities were developed;

templates of incorporation agreements for legal entities of various types were elaborated. Such templates help the interested parties to submit the properly drafted documents;

Consultation cards for all types of persons and entities were prepared;

A training module was developed and is used in trainings provided to front officers in the registration service and authorized entities (Public Service Halls, Community Centers);

A manual for current and future registrars was developed.

Under the Ministry of Justice's 2021 Action Plan for protection of rights of persons with disabilities, the training **"special plaintiff"** was conducted by the Training Center of Justice of Georgia. The Department developed a training/teaching module for the training and the Department representative was among the trainers who conducted this training.

Geodetic and Geoinformation System Management

The accurate image of the relief on a map and periodic updates of the national geodetic basis are the keys to the management of the country's geopolitical, defence, environmental and emergency situations. To this end, the relevant services of NAPR implement a number of project annually.

Stereoimaging was completed. the Norwegian Project "Maps for Sustainable Land Management - Orthophotos Georgia". It was based on aerial images made under the Norwegian Project "Maps for Sustainable Land Management - Orthophotos Georgia". The base map data covering **40,000 km²** of the territory of Georgia were created.

"Maps for Sustainable Land Management - Ortophotos Georgia"

THE BASE MAP DATA COVERING

40,000 KM²

OF THE TERRITORY OF GEORGIA WERE CREATED



Reconnaissance of the passive vertical control network was conducted in the range of **110km.** As a result an updated vertical control network and more accurate quasi-geoid model were established in the country. The aforementioned measures considerably facilitate accurate cadastral surveys.

In 2021 the following survey benchmarks) were installed (monumented) in the vertical control network: 87 of them in the ground, 24 on the walls and 8 on the rock. 4 wall benchmarks and 19 pillars indicating the ground benchmarks were reinstated. The novelty will facilitate the development of highly accurate topographic maps, cost-efficient designing and construction of various facilities (such as hydropower plants, roads, railways, etc.) as well as prevent the materials errors.





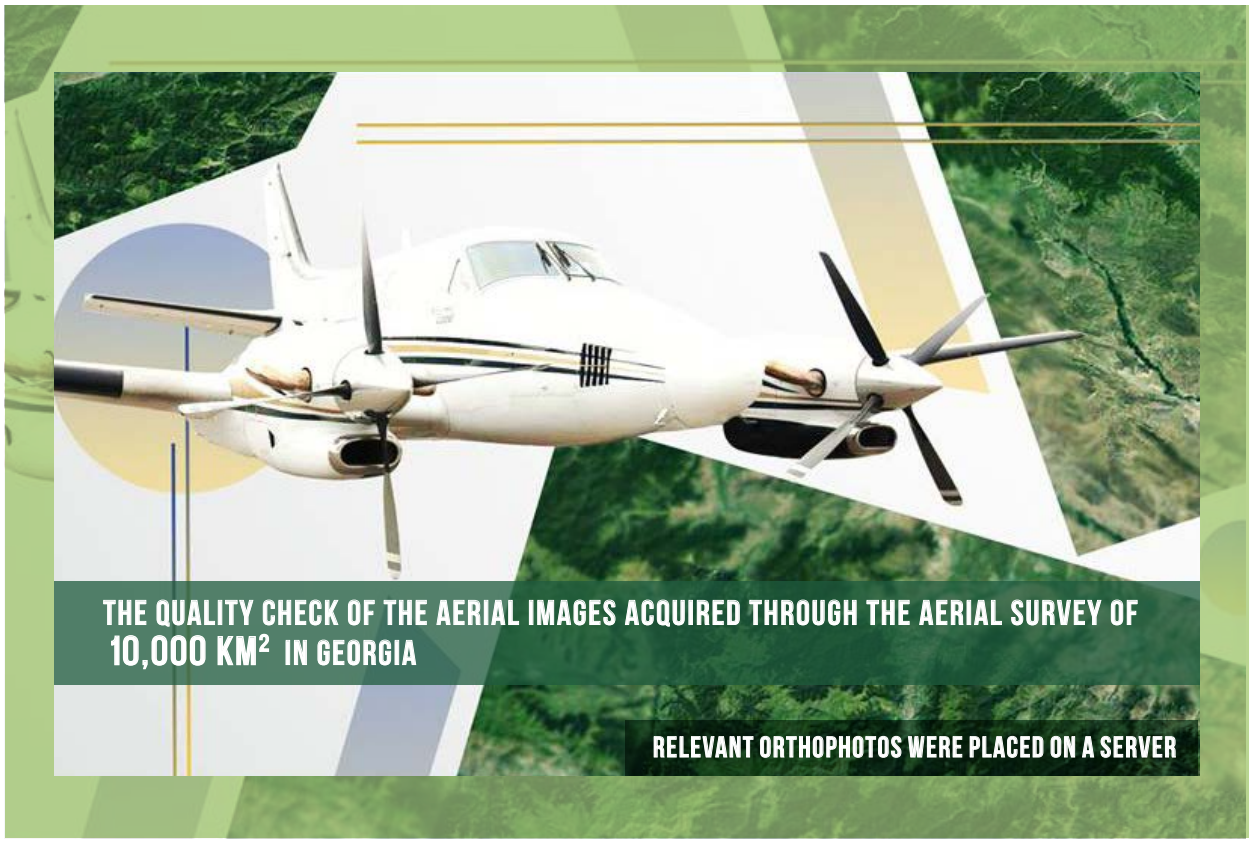
3 new stations were added to the active GEO-CORS network and 4 stations were equipped with fiber optic internet. As a result GPS devices can now promptly and accurately locate the required items. This improvement will also facilitate the stability of GEO-CORS network, speed of receiving coordinates and connection.

In 2021 the Geodesy and Geoinformation Department started developing a ten-year action plan for aerial survey of the territory of Georgia.

In 2021 NAPR issued the first Russian-Georgian technical dictionary (glossary) of geodetic and cartographic terms. The dictionary providing the Georgian terms used in the sector is of great practical and research importance. The Chief Specialist of the Geodesy and Cartography Service of the Department Giorgi Mdzeluri developed this dictionary.




The quality check of the aerial images acquired through the aerial survey of 10,000 km^2 in Georgia and the relevant orthophotos were placed on a server. The resulting accurate data meeting the modern standards will significantly promote land tenure security, land use planning and land management.

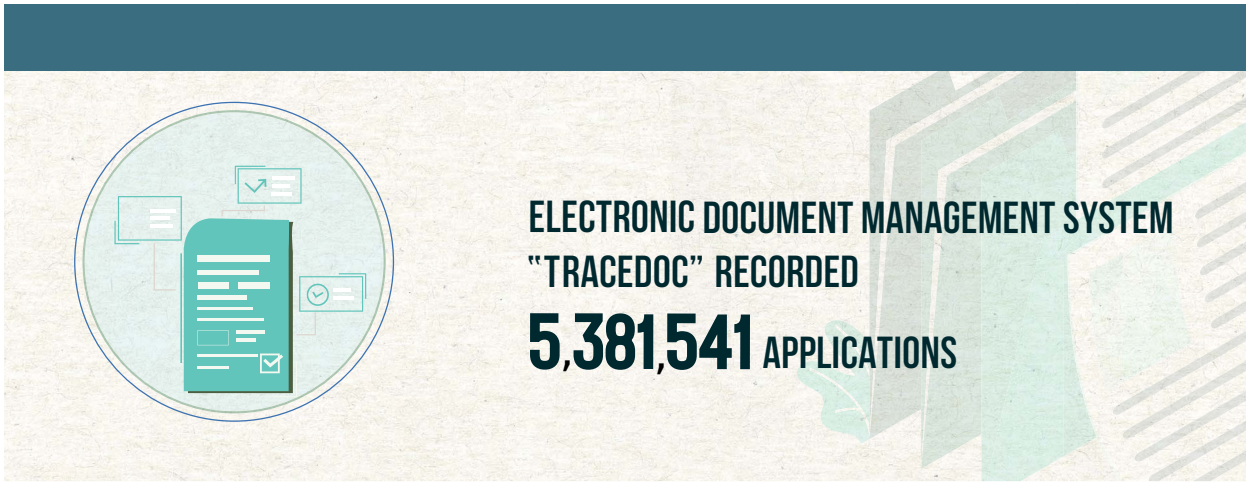


The registration documents of NAPR are accompanied by the hard and soft (electronic) copies of survey plans. As some of the regions were not yet connected to the single electronic cadastral database, the data of the electronic survey plans were not incorporated in the electronic map. In order to correct this omission, 7,461 electronic versions of survey plans under the sporadic registration were processed and the data of more than 6,000 land parcels were included in the electronic map.

Centralizing NAPR Archives

In order to facilitate the land tenure security, NAPR takes various measure to centralize and streamline the archives annually. Such measures simplify the preservation of paper documents and reduce the time required for document management, sharing, recording and other procedures.

In 2021 the electronic document management system "TRACEDOC" recorded **5,387,541 applications.**



17,097 folders were placed in the electronic document management system "TRACEDOC".

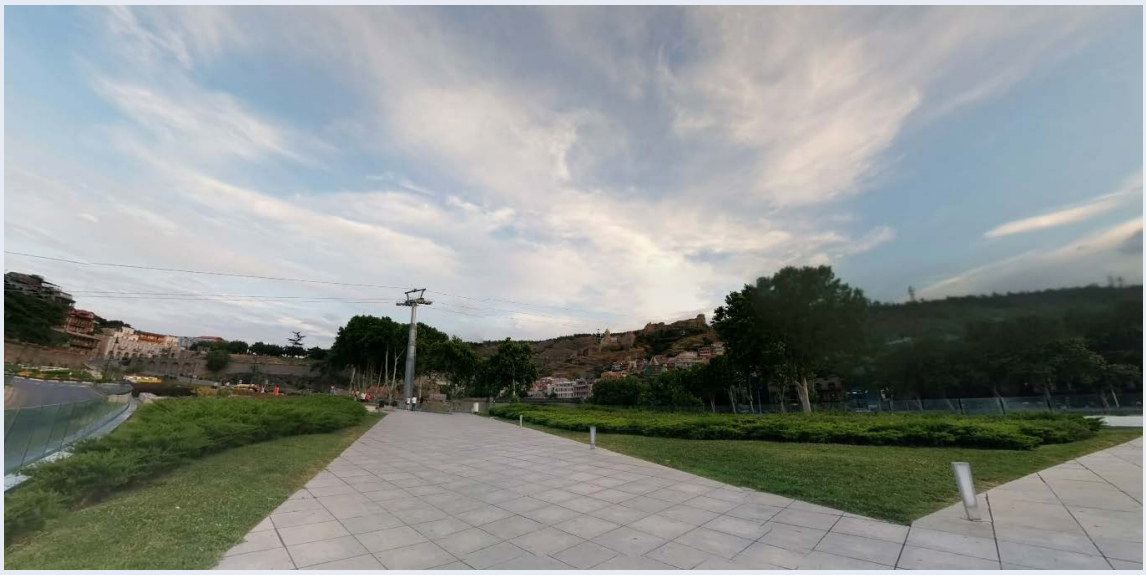
30,379 applications for access to the archived documents were approved.

7,148 persons were recorded in the power of attorney database of the electronic book (NAPRWEB).

Spatial Data Generation and Sharing

The Spatial Information Service of NAPR is responsible for establishing and development of the National Spatial Data Infrastructure (NSDI) and monitoring of these activities.

In 2021, the field works for producing 360 degree images of streets (Street View) were completed in seven municipalities (Rustavi, Mtskheta, Sagarejo, Gardabani, Marneuli, Kaspi, Bolnisi - the total length of the road is about 2,400km);

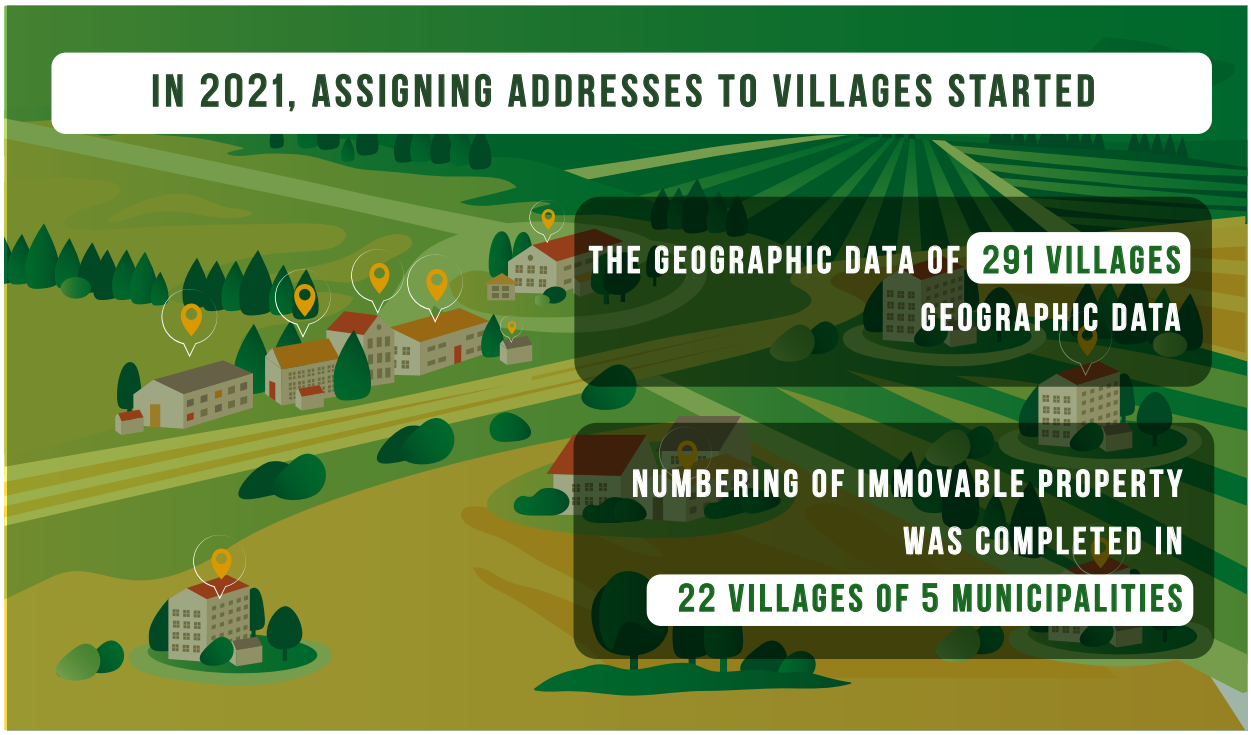


The transport and hydrographic networks data were updated (about 16,000 km);

In order to develop spatial databases and facilitate cooperation with the partners, a draft law on the National Spatial Data Infrastructure (NSDI) was developed;

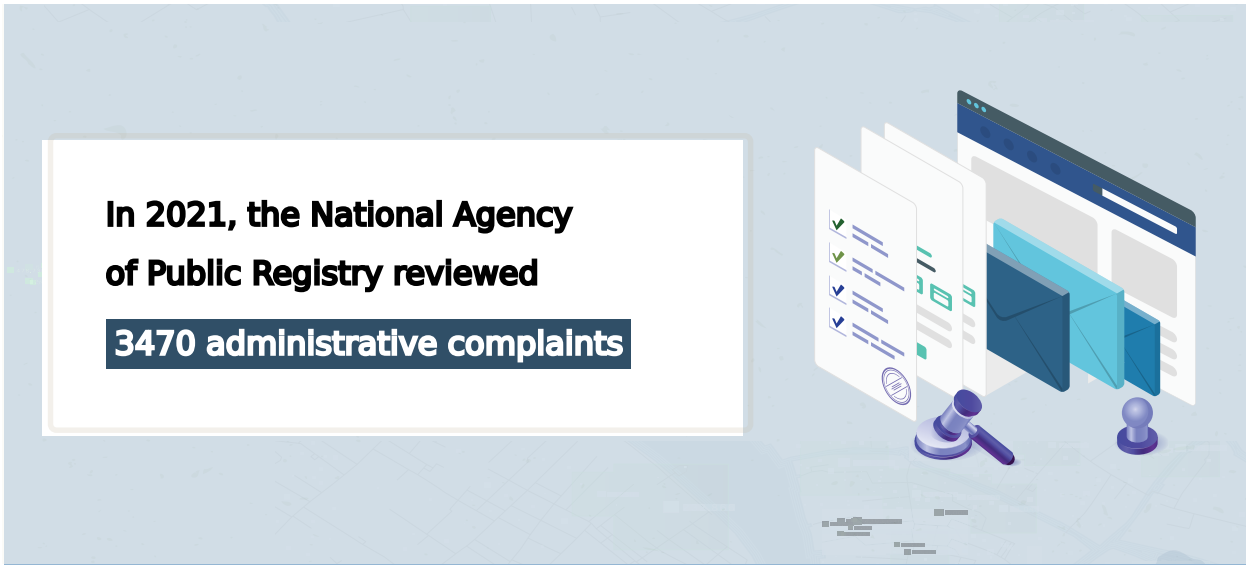
The Service supported the implementation of **IGIF – Integrated Geospatial Information Framework.** Its implementation will facilitate the adoption of the NSDI, which serves as one of the key tools in electronic managements in EU;

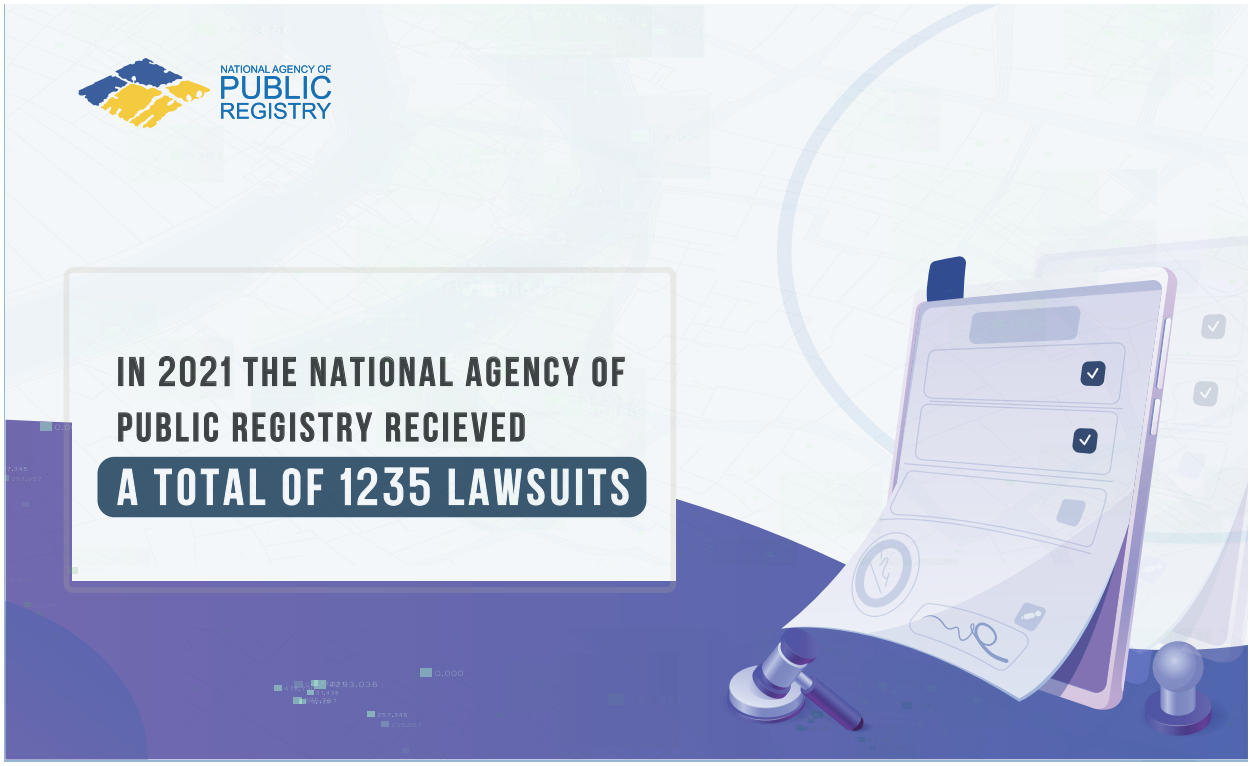
In 2021, assigning addresses to villages started under the addressing development improvement project. Numbering of immovable property was completed in 22 villages of 5 municipalities. The geographic data of 291 villages were processed in order to assign names to village streets;



In order to improve the quality of assigning addresses, they were checked in a systematic manner and the addresses of 21,384 objects in 700 streets, turns and alleys were specified. As a result it is now much simpler for citizens to register their property, no nameless streets and roads are left and locations with specific addresses are easier to find.

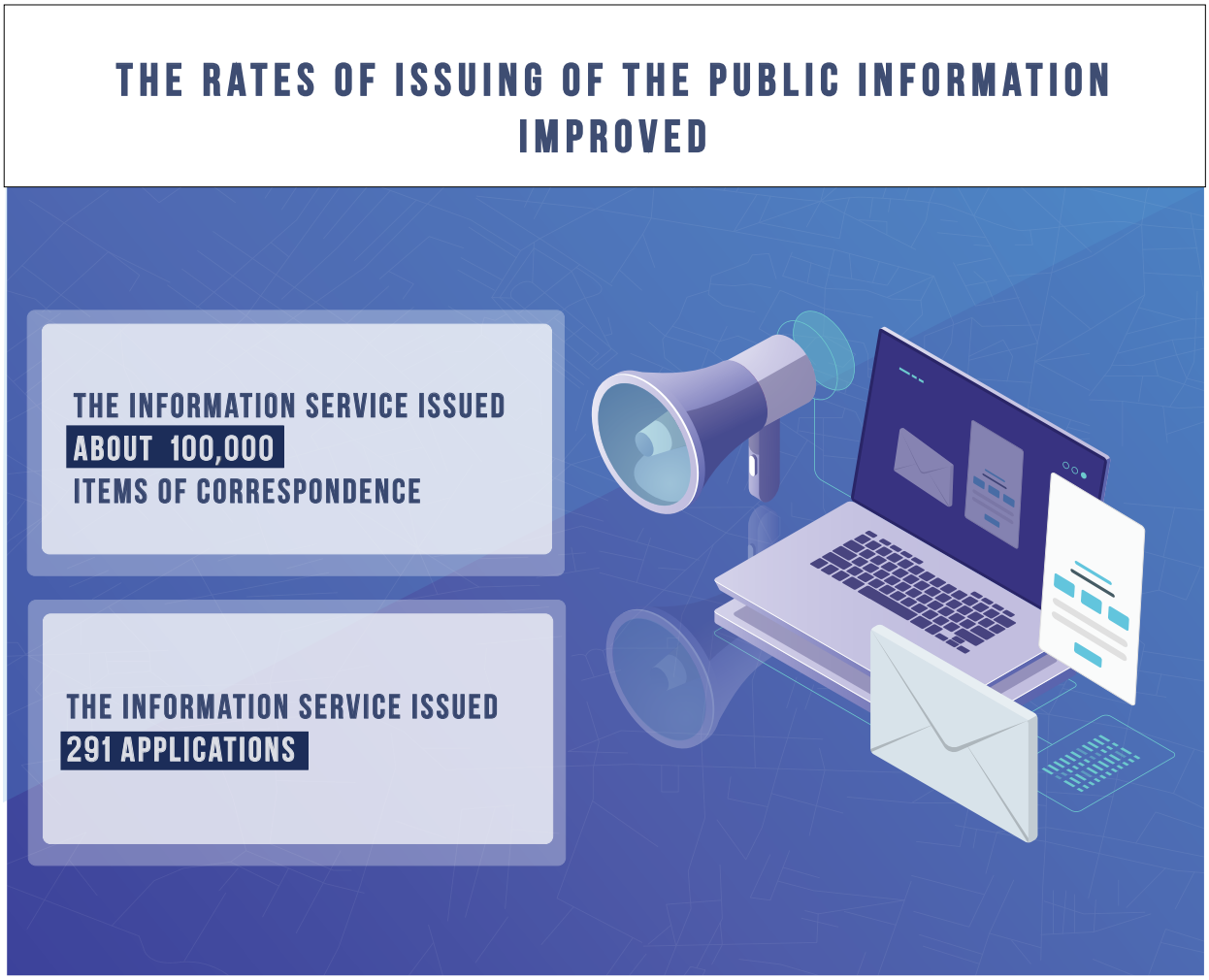
Administrative Complaints and Disputes





Issue of Public Information

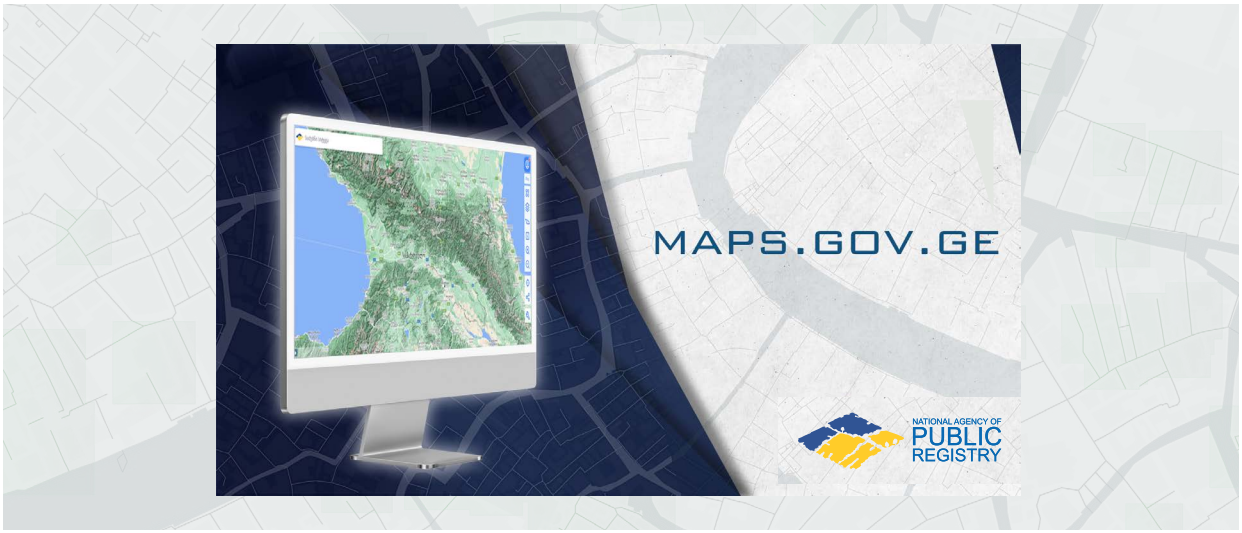
The rates of issuing of the public information improved. The information service issued about 100,000 items of correspondence, including the information requested in 291 applications. The information services were provided to state agencies, law enforcement and judicial bodies.



In order to expand the access to documents, improve information services and means of information provision. Last year, the responsibility for matching the soft copy with the original was transferred to the Information Service from the Archives Service.

NAPR Achievements in 2021

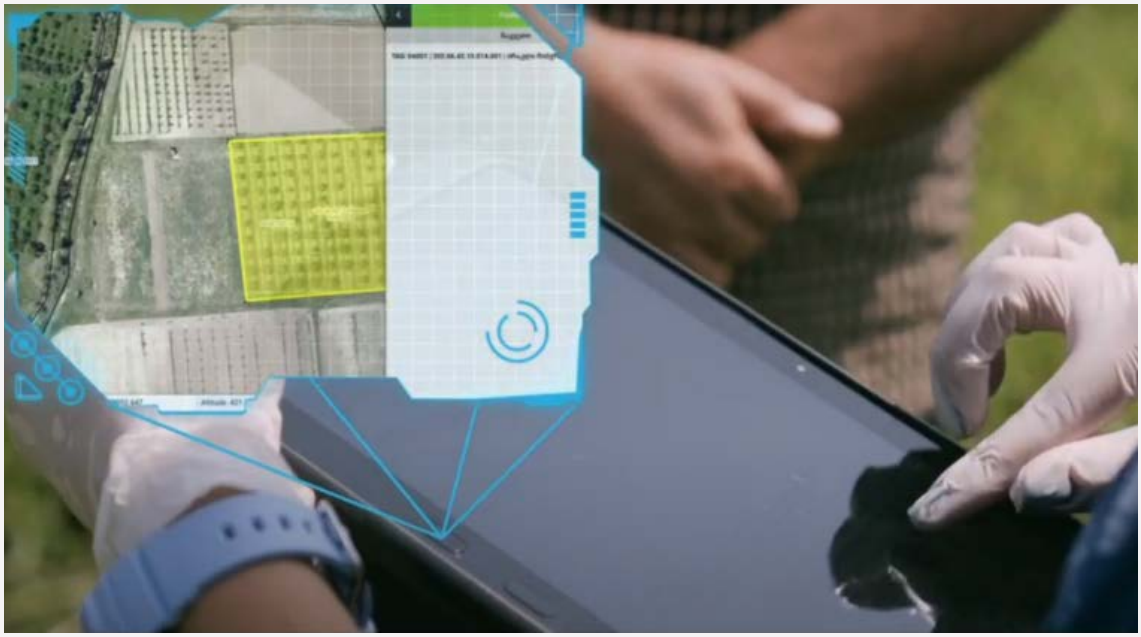
The National Agency of Public Registry created a multifunctional interactive map portal - maps.gov.ge.



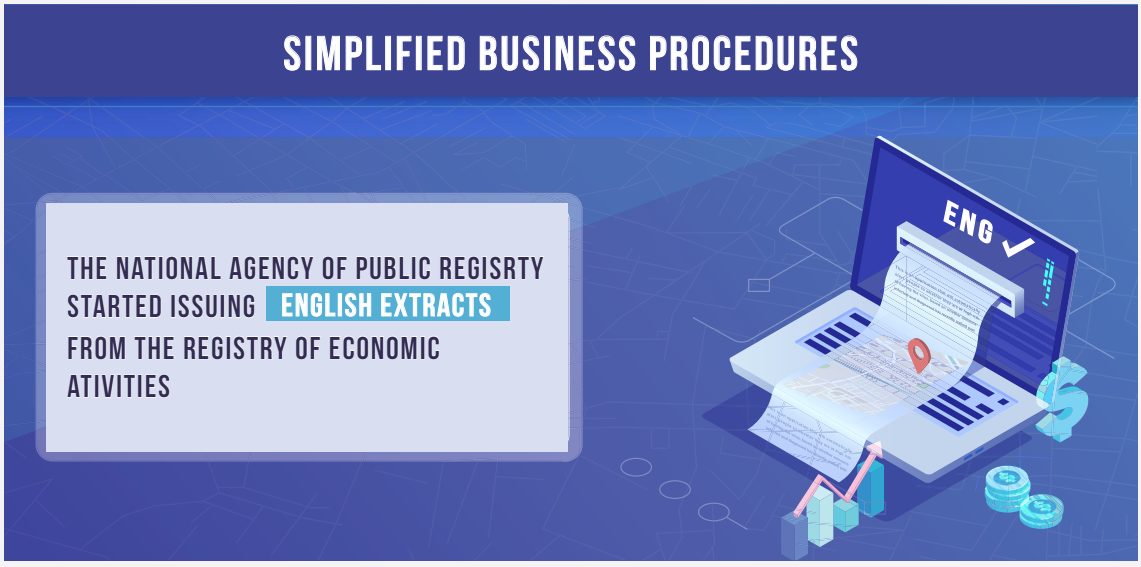
According to the Economic Freedom Index of 2021 Georgia ranks 12th in the world. The successful completion of land registration reform will result in the improvement of the land administration system. Therefore, Georgia's rating will rise having a positive overall effect on the country's economy.



In order to effectively collect field data and simplify the workflow, a web application of the electronic minutes was developed for systematic land registration. The electronic minutes of NAPR significantly simplified the process of surveying/measurement and Georgian citizens can now register their land titles twice as fast.



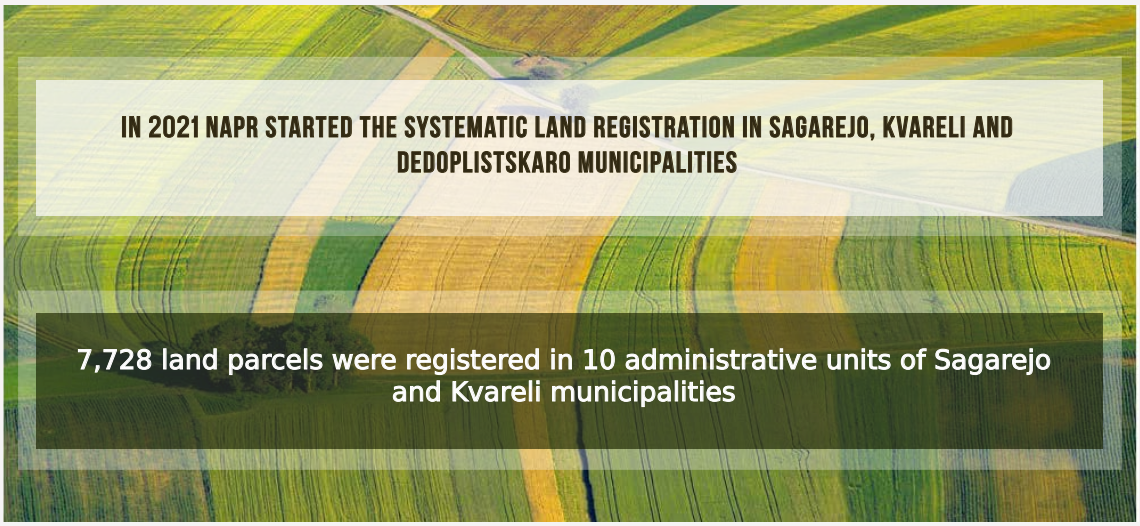
The National Agency of Public Registry (NAPR) started issuing English extracts from the Registry of Economic Activities. The new service significantly simplifies the business procedures for entities/persons already registered or wanting to be registered in the Registry of Economic Activities.



Under the World Bank financed Irrigation and Land Market Development (ILMD) Project, land parcels were systematically surveyed and registered in 17 administrative units of Kakheti, Shida Kartli and Kvemo Kartli. As of December 31, 2021, 6,729 land parcels (2,565 ha) were registered.



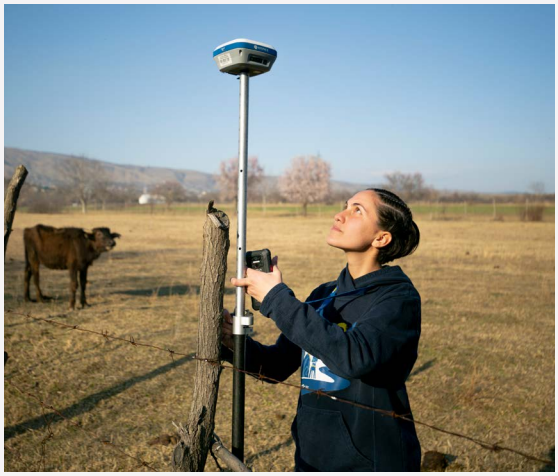
In 2021 NAPR started the systematic land registration in Sagarejo, Kvareli and Dedoplistskaro municipalities. Under the State Project land parcels in private, municipal and state ownership are registered in stages. As of December 31, 2021, 7,728 land parcels were registered in 10 administrative units of Sagarejo and Kvareli municipalities.



Employment at the National Agency of Public Registry

In 2021, **258 people** were contracted by NAPR through an open competition, including **114 registrars and employees** performing registration.

In 2021, 81 registrars were employed by NAPR under the systematic land registration reform. 83 candidates were selected for the surveyors' position and learned this occupation.





High-performing students of various universities and colleges did their internships in NAPR. Under the state internship program students were selected for internships in the legal, information and human resources management services.

NAPR employed about 70 students and graduates of law schools. They were selected for registrars' positions.





Relations with International Organizations

As a result of the implemented reforms and efficient collaboration with donors NAPR is now a member of various international organizations. In 2021 NAPR participated in a number of significant conferences and meetings.

NAPR's experience of using Blockchain was discussed at the international conference "The StrategEast State and IT Eurasian Forum" in Bishkek.





Within the framework of Georgia-Armenia cooperation, NAPR Chairman delivered a comprehensive presentation on the ongoing NAPR reforms in Yerevan. Information on three large-scale ongoing reforms were provided in detail to the Armenian counterparts.



The successful Georgian model of business registration was shared with the representative of Shanghai municipality. According to the international report "Doing Business – 2020" Georgia ranks 2nd in Starting Business among 190 countries. Georgia and New Zealand are the only two countries in the world where a business is registered through the same procedure and the same day.



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Based on the recommendations of the Organization for Economic Co-operation and Development (OECD) the representatives of Kyrgyzstan learned the experience of NAPR.

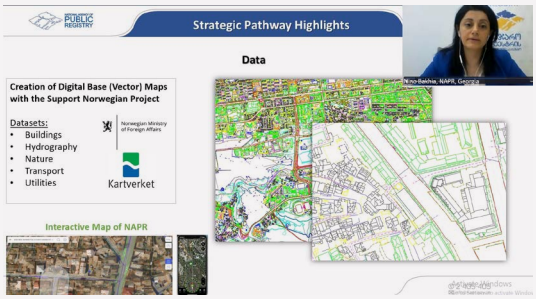


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The successful projects implemented by NAPR were discussed at the World Bank organized plenary session in Uzbekistan.

At the event, NAPR delegation made presentations on ongoing and planned activities in the Geodesy and Geoinformation Department, as well as Property Registration Department. The discussion also focused on NAPR and World Bank's Irrigation and Land Market Development project and the electronic minute's commercialization package.





NAPR representatives made speeches on the Integrated Geospatial Information Framework (IGIF) at the international conferences organized by the Norwegian Mapping Authority. Their speeches described the completed and ongoing works for the development of the Integrated Geospatial Information Framework (IGIF).

NAPR representative spoke about the experience of using Blockchain technology at the international conference “Blokchain Expo Europe 2021” in Amsterdam with more than 5,000 participants from various countries.



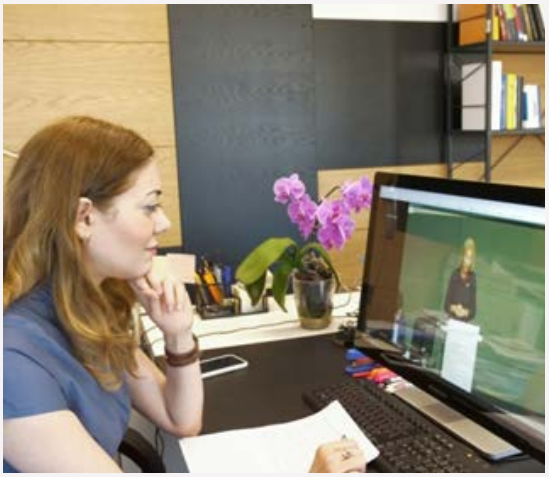
The representatives of the Economic Governance Program of the United States Agency for International Development (USAID) learned about the achievements of the Land Registration Reform.



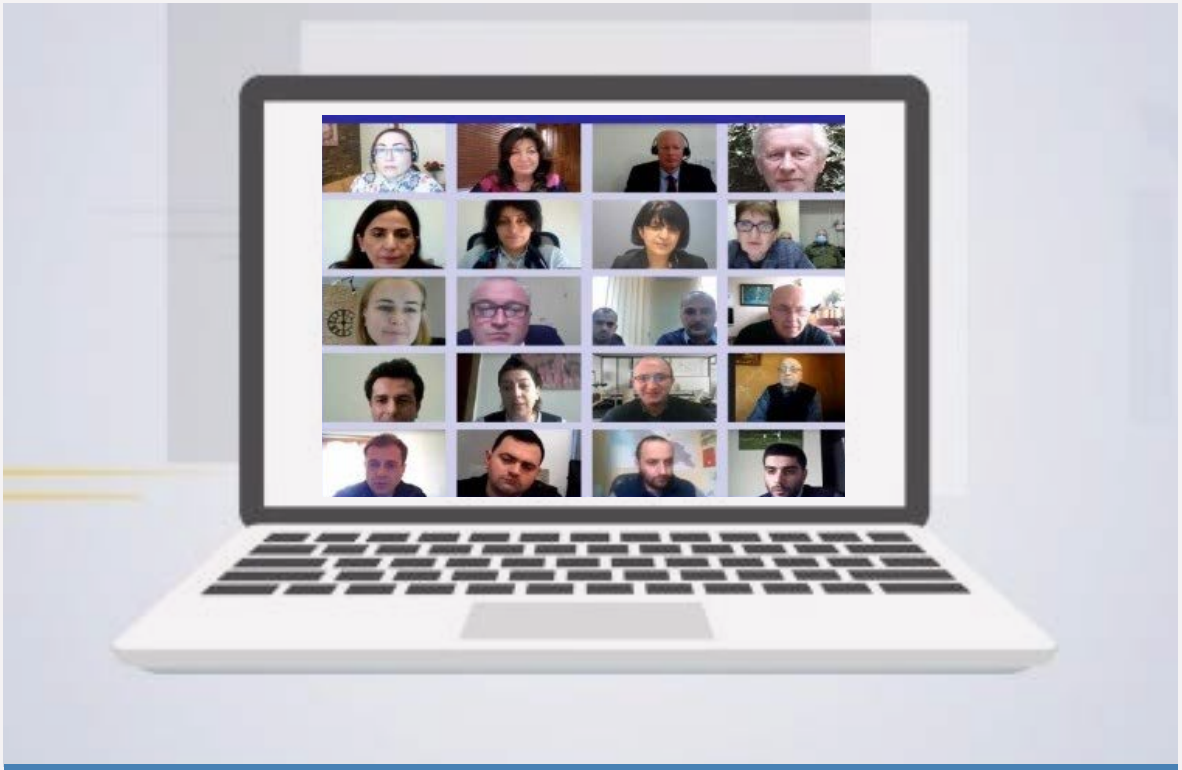
The key issues of Social and Environmental Impact Assessment (SEIA) of geospatial data were discussed at the online workshop organized by the Norwegian Mapping Authority.



The former Chairperson of NAPR Natia Chirikashvili participated in the session organized by the Working Party on Land Administration of the United Nations Economic Commission for Europe (UNECE WPLA). This year the 12th online session summarized the two-year work and discussed the ways to improve land administration. The online session participants also talked about the challenges posed by the pandemic and the measures required to ensure the continuous workflow.



The Norwegian Mapping Authority and NAPR organized an online meeting on the Integrated Geospatial Information Framework (IGIF). The meeting was attended by the representatives of state organizations generating and using spatial data and international consultants.



NAPR organized an online Meeting
on the integrated Geospatial infotmation Framework (IGIF)

Under the World Bank financed Irrigation and Land Market Development (ILMD) Project a meeting was held with the World Bank review mission of the Land Market Development component. The representatives of NAPR and mission members discussed the plans and prospects for the development of the information technology systems.

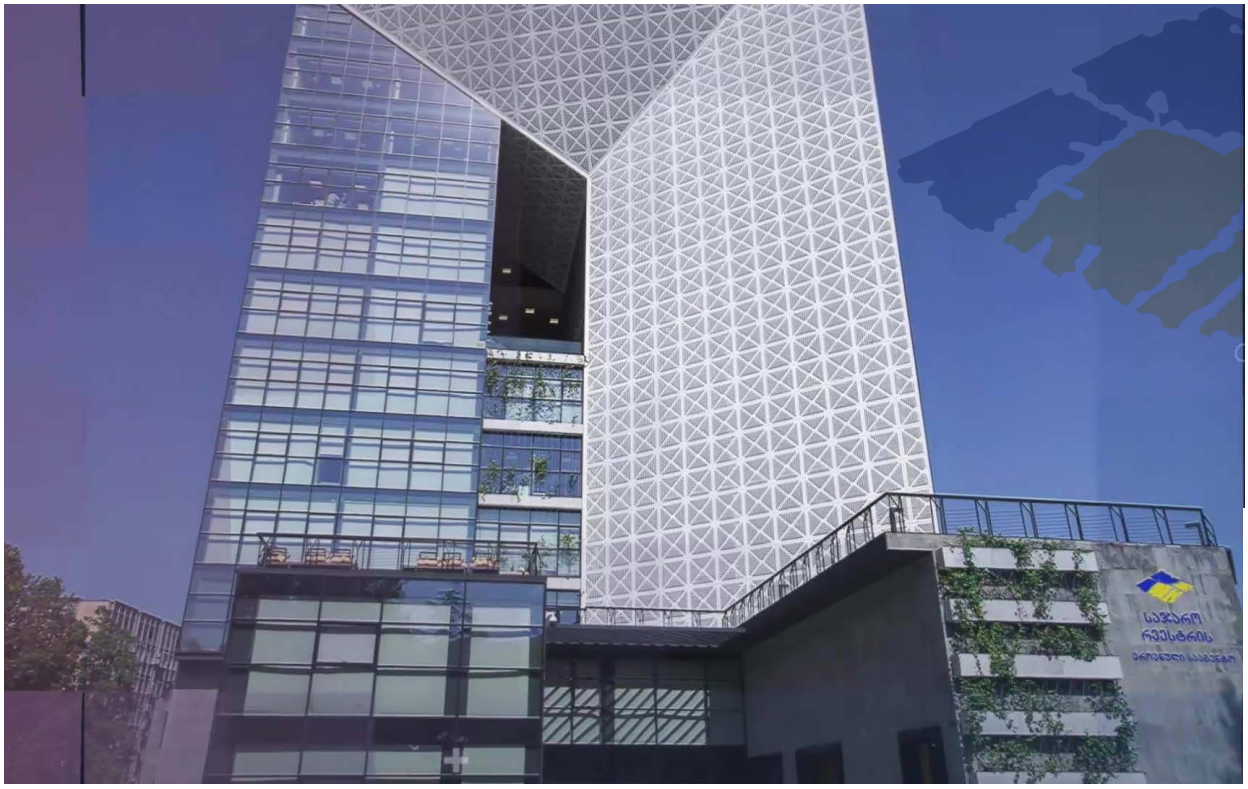


NAPR was visited by the World Bank representatives. Ms. Nadege Orlova, member of the ILMD Project review mission, learned about the current and planned works of the systematic land registration.



Infrastructure Projects

The head office of NAPR was nominated as the best implemented public building at the international contest “Architectural Prize 2021”. It was declared as a head office with the most modern infrastructure and exquisite design.



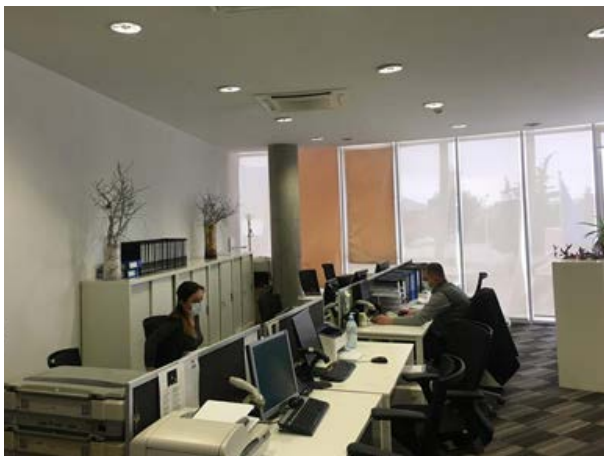


Building infrastructure improvements were completed in the following NAPR territorial offices across Georgia:

- Akhmeta office
- Sagarejo office
- Lagodekhi Public Service Hall
- Rustavi Public Service Hall
- Marneuli Public Service Hall
- Bolnisi Public Service Hall
- Akhaltskikhe Public Service Hall
- Borjomi Public Service Hall
- Khashuri office
- Gori Public Service Hall









Development of Information Technology Systems (IT Projects)

NAPR uses Blockchain technology for its public services in order to ensure better protection of the data on immovable property. Since 2017, the data on any registered immovable property are kept in the global Blockchain network.

In 2017-2021 the data on more than 3,500,000 extracts were placed in the Blockchain.



The software of the Public-Law Restrictions and Tax Lien/Mortgage Registry were improved. New functionalities have been added, which have greatly simplified registrars' work; increased the service delivery quality.

Changes were made in the Registry of Pledge and Leasing on movable and intangible property. The unified standard for registration requirements has been developed, minimizing the likelihood of errors in processes.

In 2021, the following works were carried out to the infrastructure of the IT service of NAPR:

- A new central data storage was established;
- Power supply to the central service was restored;
- A new service was introduced to store raster data in the web space;
- Streamlining the raster services of internal use, delivery of orthophotos and satellite images;
- Migration of databases and infrastructure to a new location was successfully completed. These systems contain tens of millions of files and hundreds of terabytes of data, which are important for the proper and flawless delivery of public services.

Public Relations

NAPR actively uses social networks: Facebook, LinkedIn, YouTube, and Twitter, to disseminate information to a diverse and wide audience.

In 2021, the number of followers of NAPR's Facebook page increased by about 15,000. The average monthly logins of active users amount to 72,905.



In 2021, the Facebook reach **was a record high (1,311,395).**

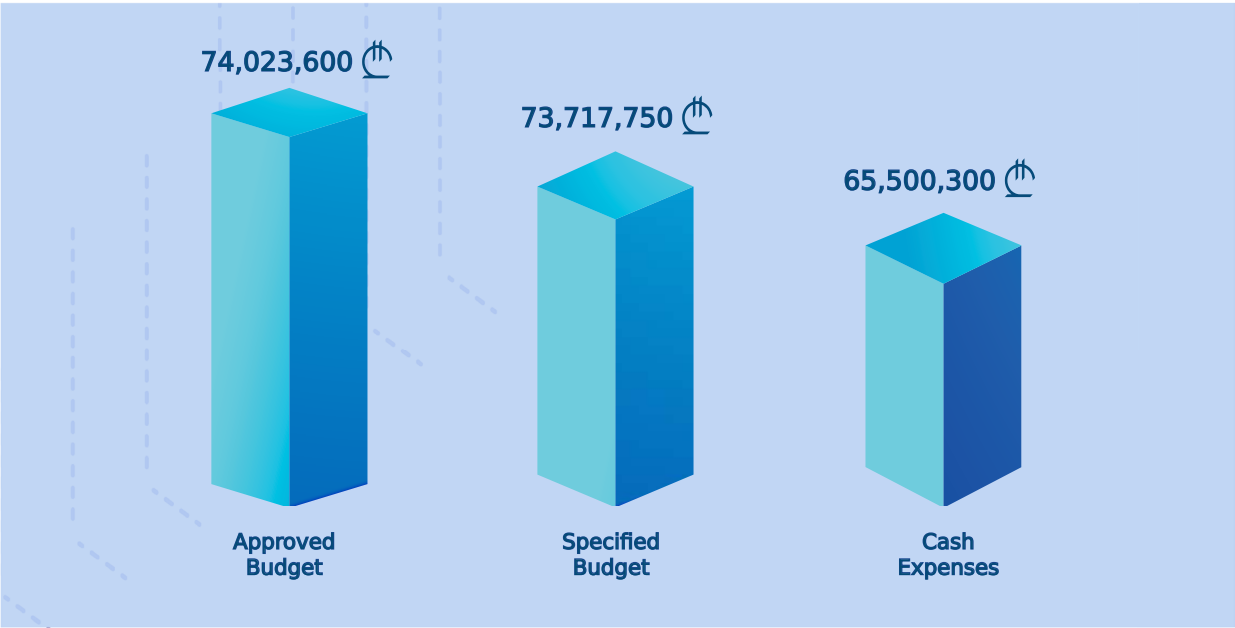


Communication with NAPR has been simplified for citizens. In particular, the e-mail Konsultacia@napr.gov.ge was created for legal advice, and meetings with interested persons were renewed.



Financial Reporting

The approved budget of NAPR in 2021 was GEL 74,023,600, out of which the specified budget was GEL 73,717,750 and cash expenses - GEL 65,500,300.



In 2021, NAPR received its own income amounting to GEL 51,383,500.

In 2021, NAPR conducted 282 tenders to procure various services and goods. Their total cost was GEL 17,556,592.

- 192 contracts were awarded through simplified procurement procedure. (the total contract costs amounted to GEL 9,950,758 and the payments made - to GEL 9,878,661, GEL 8 000 000 was transferred to LEPL "LEPL Public Service Hall").
- 44 contracts were concluded through the electronic tender (the total contract costs amounted to GEL 6,691,320 and the payments made - to GEL 5,656,768).
- 46 contracts were concluded trhough the consolidated tenders (the total contract costs amounted to GEL 914,513.93 and the payments made - to GEL 783,056.36).



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