

**PUBLICATION AND DISSEMINATION OF BEST PRACTICES IN CIVIL REGISTRY AND IDENTIFICATION
(RG-T2540)**

I. BASIC INFORMATION FOR TC

▪ Country/Region:	Regional
▪ TC Name:	Publication and Dissemination of Best Practices in Civil Registry and Identification
▪ TC Number:	RG-T2540
▪ Team Leader/Members:	Mia Harbitz (IFD/ICS) (team leader); Estefania Calderón; Haydeé Reyes; Nathalie Hoffman (IFD/ICS); Escarlata Baza Núñez (LEG/SGO); y Maria Bouroncle (ORP/GCM)
▪ Indicate if: Operational Support, Client Support, or Research & Dissemination	Research and Dissemination
▪ If Operational Support TC, give number and name of Operation Supported by the TC:	N/A
▪ Donors providing funding:	Canadian Fund for Universal Legal Identity in Latin America and the Caribbean (CCR)
▪ Date of TC Abstract authorization:	Agosto, 2014
▪ Beneficiary (countries or entities which are the recipient of the technical assistance):	Civil and Identification Registries in IDB borrowing member countries
▪ Executing Agency and contact name	IDB – Institutional Capacity of the State Division (IFD/ICS)
▪ IDB Funding Requested:	US\$415,000
▪ Local counterpart funding, if any:	N/A
▪ Disbursement period (which includes Execution period):	36 months
▪ Required start date:	September 1, 2014
▪ Types of consultants (firm or individual consultants):	Firms and individual consultants
▪ Prepared by Unit:	IFD/ICS
▪ Unit of Disbursement Responsibility:	IFD/ICS
▪ TC Included in Country Strategy (y/n):	(N/A)
▪ TC included in CPD (y/n):	
▪ GCI-9 Sector Priority:	Yes

II. OBJECTIVES AND JUSTIFICATION OF THE TC

- 2.1 Registration and legal identity is needed to have access to the protection of the state and be recognized as a subject of law. Birth registration is the first step to build a person's legal identity. For that reason is important that each born child is enrolled in a civil registry system that has to include all the necessary information that can prove his/her existence.

- 2.2 A person without legal identity cannot access education, health services, conditional cash transfers, pensions, and banking services. The lack of legal identity affects people independently of age, gender or ethnicity.
- 2.3 Without a complete demographic profile of the population, it is difficult to create effective and efficient public institutions. Vital statistics are essential to establish adequate public policy, but few of the civil registries have the capacity for timely and accurate reporting of vital data (births and deaths) to the statistical agencies. There is a need to strengthen the capacity of the civil registries in Latin America and the Caribbean countries to supply information on births and deaths in an efficient manner. In light of the increasing recognition of the role of civil registration and identification as key elements of good governance and strong institutions, there is a growing need for expanding knowledge about use of technology and documenting good registration practices.
- 2.4 The information gap that this Technical Cooperation (TC) intends to close, relates to the necessity of producing and disseminating timely and relevant information that will support the goal of universal birth registration in the Latin American and Caribbean Countries (LAC). It will also support the promotion of standardization of procedures and information in civil registration and identification, both in the national and regional contexts that will contribute to improve the government services and establish better public programs with adequate, homogeneous and technical standards. The need for such standardization is becoming more evident and urgent in the context of the proposed post 2015 Development Agenda and the shift to machine readable travel documents.
- 2.5 The lack of standardized procedures and available material for civil and identification registries in some of the IDB member countries has been defined as one obstacle to improve public programs and policies, particularly in the social sectors. Part of the challenge is the migration from manual registration to use of electronic media, and the use of international standards to facilitate mutual recognition of identity documents between countries. The magnitude of this problem is not easily quantifiable, but the IDB has developed a methodology to determine the requirements for standardization.¹ Although it is not part of this TC, it is also necessary to consider that the many e-government initiatives in the region will have to rely on authentication protocols that are only achievable if the population is adequately registered. In the context of civil registration and identification it is important to continue generating information that can be shared with different actors working in this area for the purpose of introducing international standards. This will support country initiatives aiming to reach universal registration and the achievement of universal legal identity.

¹ To date this methodology has been applied in Mexico with the TC of Elaboration of the Plan to Strengthen the Civil Registration System (ME-T1240), and will be applied in Guatemala with the TC of Institutional Strengthening of the National Registry of Persons (GU-T1219) shortly.

- 2.6 **Objective.** The objective of this TC is to contribute to the production and dissemination of new information on civil registration and identification that will contribute to the upgrading and standardization of civil and identification registration procedures.
- 2.7 This project will contribute to the strengthening of the institutional capacities of civil and identification registries in Latin America and the Caribbean by documenting lessons learned from practices and empirical studies in the area of civil registration and identification. The need for institutional strengthening will respond to demands from countries, and will contribute to the harmonization of practices and registry standards in LAC.
- 2.8 The TC is aligned with the CGI-9 and the Institutional Strategy for Growth and Social Welfare, which delineates the promotion of strong and effective institutions, increasing in transparency and accountability in the public sector, in which is included the promotion of activities in the civil registry area, emphasizing in the enforcement of the public policy in the countries.

III. DESCRIPTION OF ACTIVITIES/COMPONENTS AND BUDGET

- 3.1 **Component 1: Generation of identity knowledge products (US\$225,000):** This component will finance activities that will contribute to update, standardize and systematize registration practices by: (i) producing a guideline for the use of Information and Communication Technology (ICT) for birth registration; (ii) analysis of the transaction cost between social programs and legal registries; (iii) development of training manuals for registrars to reach the universal registries; (iv) organization of forums to validate and interchange technical documentation; and (v) production of policy and technical notes on demand.
- 3.2 **Component 2: Dissemination and technical regional collaboration (US\$175,000):** This component will promote the importance of civil registration, as well the identification and focus on initiatives that will achieve universal registration and finance assistance on demand, such as: (i) the design and development of a thematic communication and dissemination strategy to support the development of registration projects; (ii) short term consultancies to enhance the dialogue with member countries by providing cutting edge knowledge in the area of identity management as input to support technical dialogues with countries and project development (such as studies, background papers, etc.); and (iii) workshops for sharing of information, including for IDB staff² and also the support to regional meetings such as the Latin American Council of Civil Registry, Identity and Vital Statistics (CLARCIEV), or sub regional meetings of registrars (Caribbean, Central America). Financing under the TC of participation of IDB staff supported workshops or events will be subject to the terms of the Administrative Agreement for the Canadian Fund for Universal Legal Identity in Latin America and the Caribbean and GA-220-12, including approval by the ICS division chief.

² In order to promote future technical cooperation, the workshops for the IDB will generate the enough knowledge of how to strengthen the preparation of their projects that can include components or activities related with civil registry and identity issues.

Indicative Results Matrix

Impact Indicators	Unit of Measure	Baseline		Targets		Source/Mean of verification		Remarks
		Value	Year	Value	Year			
1. Civil and legal registry information updated in accordance with international standards	#of documents			3	2017	Final report of the publications		
Output	Unit of measure	Base line	Year of base line	Year 1	Year 2	Year 3	Target	Means of verification
Component 1: Generation of identity knowledge products								
1.1 Guidelines of standardization of civil and identification registration procedures has been shared	# of documents	0	2014	0	3	1	4	Final evaluation report
1.2 Guidelines of the use of advanced procedures on birth registration has been published	# of documents	0	2014	0	1	1	2	Publication of the guideline
Component 2: Dissemination and technical regional collaboration								
2.1 Thematic Communication and dissemination strategy has been implemented	# of documents	0	2014	0	1	0	1	Final evaluation of the strategy
2.2 The number of petitions for technical cooperation on civil and legal registries from the borrowing member countries has increased	# of TC proceeded	0	2014	0	2	2	4	TCs processed

Indicative Budget

Component	BID (US\$)	Total Funding (US\$)
Component 1: Generation of identity knowledge products	225,000	225,000
Development of a guideline for the use of Information and Communication Technology (ICT) for birth registration	60,000	60,000
Analysis of the transaction cost between social programs and legal registries	40,000	40,000
Development of training manuals for registrars to reach the universal registries	45,000	45,000
Forums to validate and interchange technical	40,000	40,000

documentation		
Development and production of methodologies, on-demand policy and technical notes	40,000	80,000
Component 2: Dissemination and technical regional collaboration	175,000	175,000
Design and development of a communication and dissemination strategy	25,000	25,000
Short term on-demand consultancies	60,000	60,000
Regional and sub-regional workshops for sharing of information	90,000	90,000
Incidentals	15,000	15,000
TOTAL	415,000	415,000

IV. EXECUTING AGENCY AND EXECUTION STRUCTURE

- 4.1 The Bank is the proposed as the executing agency because: (i) the extended research that the Bank has been doing during the past decade in this topic, producing a number of documents such as technical notes, monographs and books; (ii) the modernization of the state projects related to registries and national ID cards that the Bank has been financing; and (iii) the inexistence of regional organizations that have the knowledge, networks and capacity to accomplish the goals of this TC.
- 4.2 **Procurement.** The Bank will contract individual consultants, consulting firms and non-consulting services in accordance with Bank's current procurement policies and procedures".

V. MAJOR ISSUES

- 5.1 There are no foreseen major risks associated with the activities of this TC, except a possible lack of interest and limited participation of registrars that can affect the sustainability and results that the TC wants to achieve. To mitigate the perceived risk, the Bank will provide short term consultancies on demand to enhance the participation of the beneficiaries of this TC and also will sustain dialogues with the countries authorities, through the county offices of the region, in order to facilitate the implementation of the activities.
- 5.2 There will be an annual reporting on project activities as per standard procedures of the Canadian Fund for Universal Legal Identity in Latin America and the Caribbean (CCR).
- 5.3 Prior to initiating any activity in any of the selected countries; the Bank shall obtain the corresponding no-objection from the respective country.

VI. ENVIRONMENTAL AND SOCIAL STRATEGY

- 6.1 There are no environmental or social risks associated with the activities outlined in this operation, therefore its environmental classification is "C." (Please see IDBDocs #[38972619](#) and [38972624](#)).

Required Annexes:

- Terms of Reference for activities/components to be procured [IDBDOCS-#39030248](#)
- Procurement Plan [IDBDOCS-#39016065](#)
- Detailed Results Matrix [IDBDOCS-#39015973](#)

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CERTIFICATION

I hereby certify that this operation was approved for financing under the Canadian Fund for Universal Legal Identity in Latin America and the Caribbean (CCR) through a communication dated August 14, 2014 and signed by Mariana Mendoza, ORP/GCM. Also, I certify that resources from said fund are available for up to US\$415,000 in order to finance the activities described and budgeted in this document. This certification reserves resources for the referenced project for a period of four (4) calendar months counted from the date of eligibility from the funding source. If the project is not approved by the IDB within that period, the reserve of resources will be cancelled, except in the case a new certification is granted. The commitment and disbursement of these resources shall be made only by the Bank in US dollars. The same currency shall be used to stipulate the remuneration and payments to consultants, except in the case of local consultants working in their own borrowing member country who shall have their remuneration defined and paid in the currency of such country. No resources of the Fund shall be made available to cover amounts greater than the amount certified herein above for the implementation of this operation. Amounts greater than the certified amount may arise from commitments on contracts denominated in a currency other than the Fund currency, resulting in currency exchange rate differences, for which the Fund is not at risk.

(Original Firmado)

12/05/2014

Sonia M. Rivera
Chief
Grants and Cofinancing Management Unit
ORP/GCM

Date

APPROVAL

Approved: ***(Original Firmado)***

12/05/2014

Carlos Santiso
Division Chief
Institutional Capacity of the State Division
IFD/ICS

Date