



# Basic concepts and typical e-government solutions: Portals as access point to e-government services



### **Agenda**

- Portals as access point to e-government services
- One-stop government and multi-channel access
- Requirements and functionalities of portals
- EU Service Directive and the Point of single contact (PSC)
- Examples of one-stop government portals

### In the Information Society ...

Portals as a key component of e-government information infrastructures



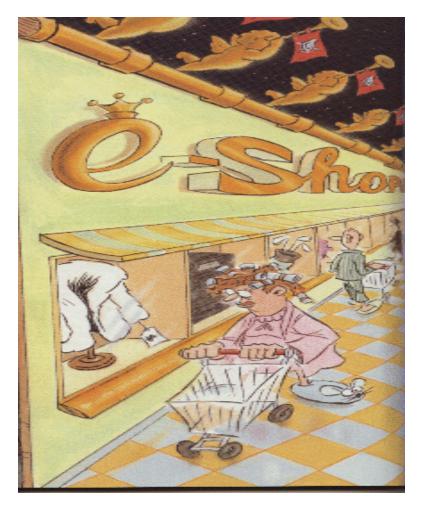


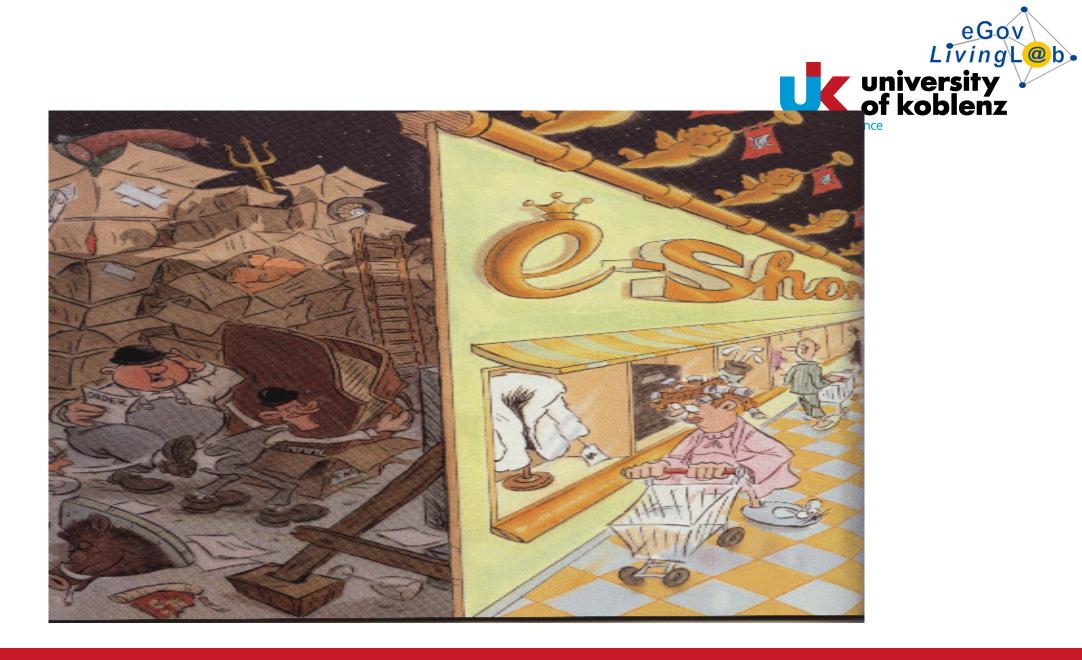


### The trap ...

... obstacles of interconnectivity in current portals.







### **Evolution of e-government portals since about 25 years**



# Complexity, level of service offers, maturity

### **Seamless Government**

Comprehensive and smooth execution of public services, mobile access, standards, ubiquity, etc.

### Advanced transaction portals

Online performance (incl. service delivery, one-stop government portal)

### First transaction portals

Possibility of online application of services

### **Information portals**

Information provision and forms download

### Web sites

Simple web site presence of a few public authorities

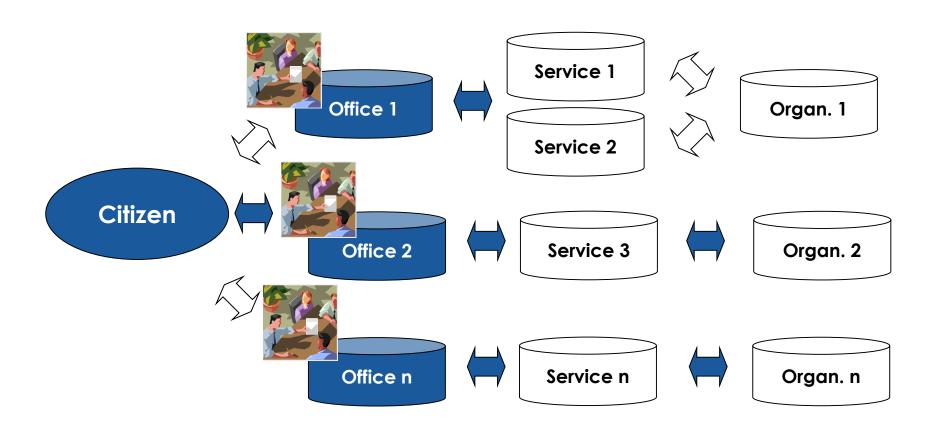
1990 1995 2000 2005 2010 2015

Time

(adapted from Tambouris and Wimmer, 2004)

### **Government services traditionally**





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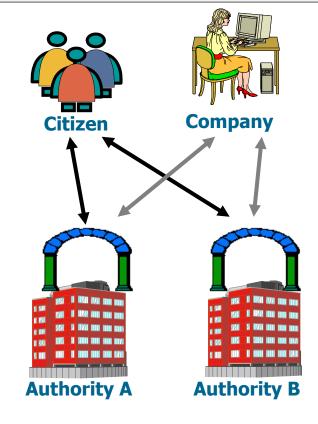
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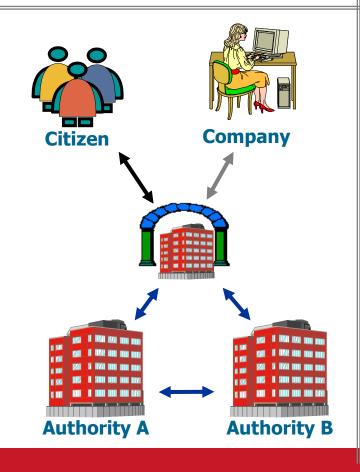
### From traditional to one-stop access



Traditional access via service counters or local portals of public administr.

One-stop access





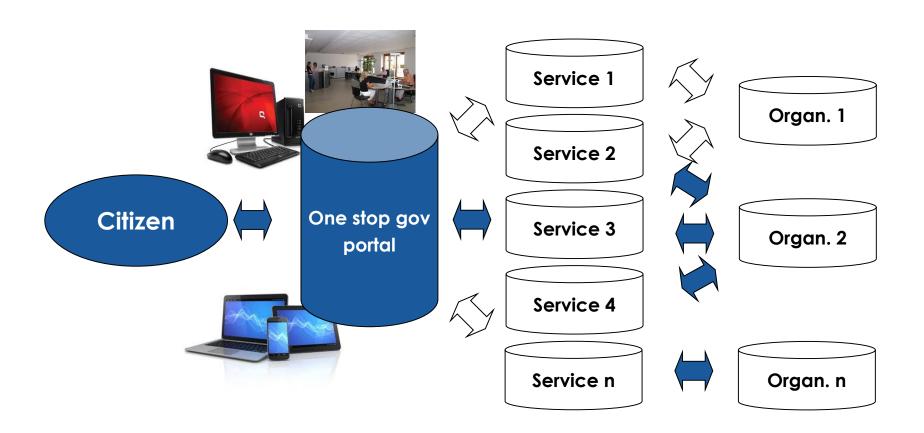
External customer of public administration

Portal and Front-office

Back-office

### E-government portals, ideally one-stop portals





### **One-stop Government (1/2)**



- Integration of public services from a citizen's or customer of public services' point of view
  - Single point of access to electronic services and information offered by different public authorities
    - independent of where the service production is effected
    - independent of how many administrations are involved
    - "customer" does not need specific knowledge about the fragmentation and production chain of the involved authorities

### **One-stop Government (2/2)**



- 24 hours access to electronic public services from customers' homes, libraries, schools, shopping malls or even on the move
- Multi-channel access
  - physical presence at designated offices, call centres, Internet, mobile devices, satellite TV etc.
- Public services integrated
- Customers able to access services in a well-structured and well understandable manner meeting their perspectives and needs

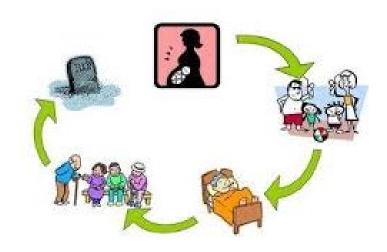
(Wimmer 2002, see also:

Tambouris and Wimmer 2004, Traunmüller and Wimmer 2005)

### Concept of Life-events: 'from the cradle to the grave'



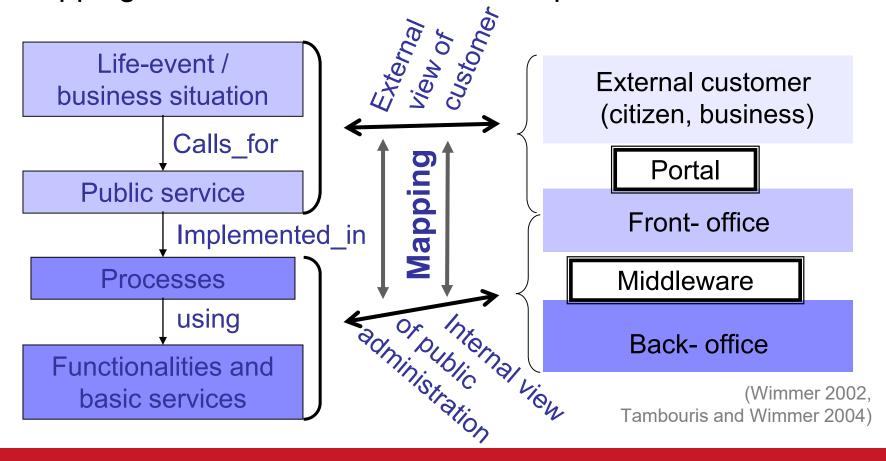
- Life events to structure content on the one-stop government portal
- Entry point for citizens in portals to find respective public services easily



### **Concept of Life-events for One-stop Government**

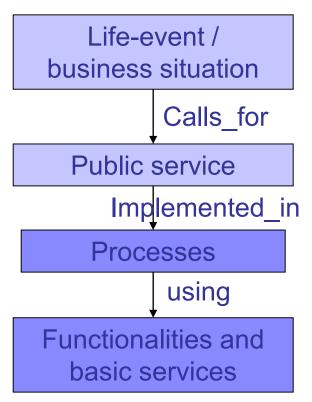


Mapping external and internal view of public administrations



### **Definitions in Life-events concept**





(Wimmer 2002, Tambouris and Wimmer 2004)

**Life-event:** Life episodes of a citizen, where public services may become necessary: birth, school, death, etc.

**Business situation:** Themes or situations in businesses, where public services may become necessary: setting up a company, employment of staff, winding up a company, etc.

**Public Service:** Official services, where the citizen or company interacts with public administration to achieve a concrete outcome (service, product).

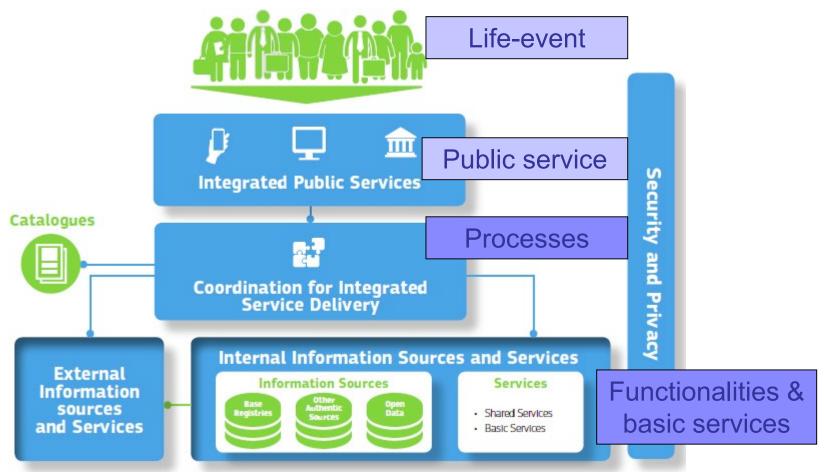
**Process:** individual process chains (set of interconnected activities) in government environments to produce the product or service.

**Functionalities:** functional units that contribute to the execution of a process

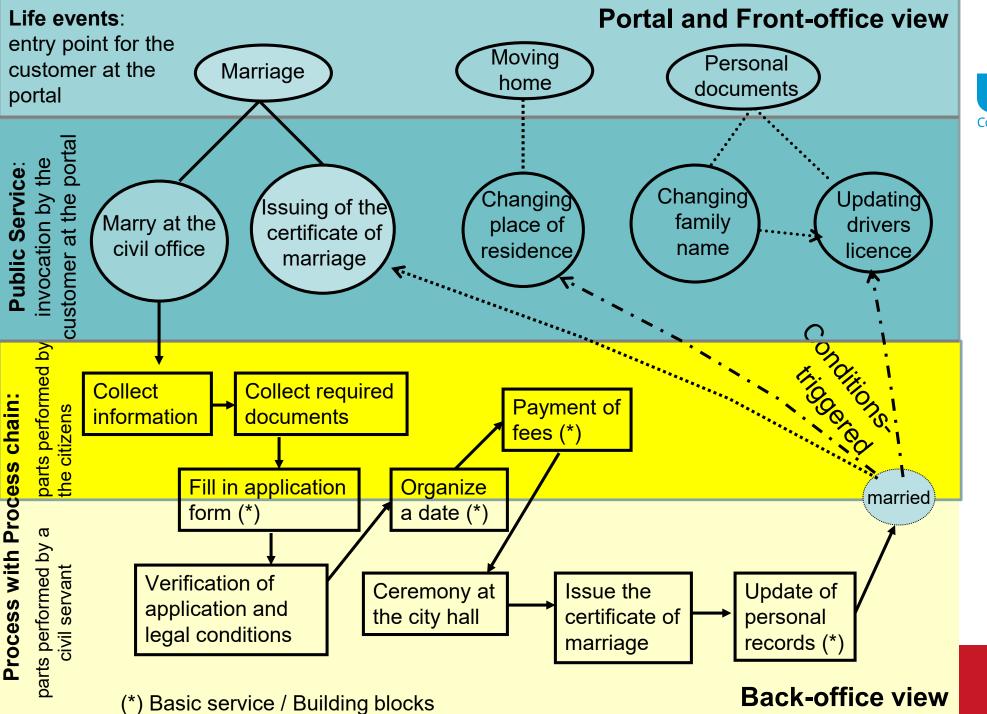
**Basic services:** Building blocks that provide specific functionality over the portal to serve in processes: payment module, signature module, forms module, etc.







(European Commission (2016): European Interoperability Framework, https://ec.europa.eu/isa2/eif en)





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### Requirements for online one-stop Government (1/2)



- Public authorities are interconnected
- Customer is able to access public services by a single point (portal) even if the services are provided by different public authorities or private service providers
- For a broad user group of citizens, private enterprises as well as other public administrations
- Realising more complex procedures also with highly sensible data

### Requirements for online one-stop Government (2/2)



- Services to be offered in a well structured and well understandable manner, meeting the customers' perspectives and needs
  - Services customised for different user groups
  - Dynamic adaptation to regional needs
- Administrative procedures with online transactions etc.
- Customers may approach and monitor different stages within a life-event or business-event
- Clarification and update of underlying legal and organisational issues, laws, prescriptions etc.
  (Wimmer 2002, Tambouris and Wimmer 2004, Traunmüller and Wimmer 2005)

### **Portal requirements**



- Provision of basic functionalities such as identification, authentication, multilinguality, tracing of process status, etc.
- Guaranteeing the necessary level of security, authenticity and privacy in communication and transactions via the Internet
- Portal and front-office as key elements
- Integration of back-office, i.e. intelligent middleware
- Multi-channel access via different devices

### **Process requirements**



- Adaptation of traditional processes
- Adaptation of internal and external change requests for public activity
  - workflow, databases, Intranets etc.
  - information and communication services provided to the citizens and customers
  - > transactions of goods and services via the Internet
  - smooth co-ordination of internal and external public activity to facilitate cross-organisational & -border operations
- Providing customer pre-information at various stages and in various depths

### Supporting online public service delivery with various levels of progress



- Simple what-is, what-is-required and where-to-go information on the service (information)
- Possibility to contact people and to get further information (communication)
- Downloading and handing in forms for applications of public services (interaction or contracting)
- Handling a complete service (transaction)
- Providing personalised services (personalisation)

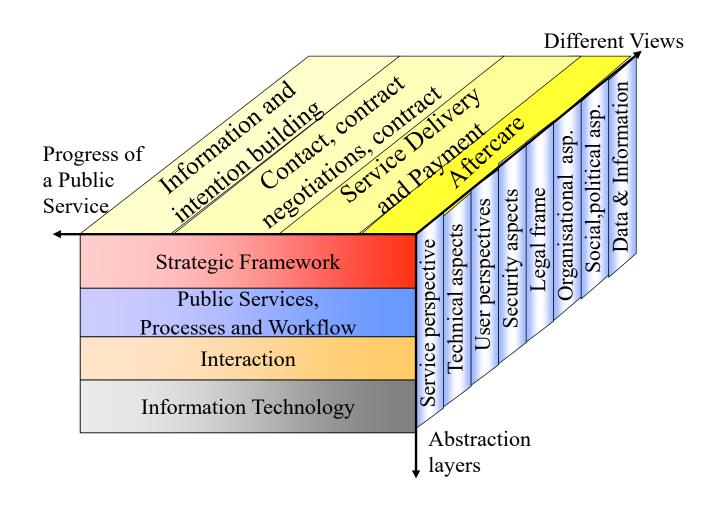
### Moving towards networked e-government services



- Citizens use many portals
  - many portals provide services of participating organisations to citizens based on their access rights and presentation settings
  - > Citizens should have the choice to select their preferred portal as entry point
- Portal service infrastructure needed to interlink multiple portal service providers
  - Syndication of content
  - Networked service provision

### Holistic Development Approach for One-stop Government Services





(Wimmer 2002, Wimmer 2001)

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### **EU Services Directive required "single point of contact"**



- ❖ To help businesses provide services in other Member States, in line with the Services Directive, Member States have established Points of Single Contact (PSCs) – single entry points that businesses can access electronically in order to complete administrative procedures online, whether in their home country or in another EU country
- The PSCs provide information on the procedures and requirements for operating in that territory
- The development of PSCs has clear benefits for businesses

https://single-market-economy.ec.europa.eu/single-market/services/directive\_en https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32006L0123

### **Art. 8 of EU Service Directive**



\* "Member States shall ensure that all procedures and formalities relating to access to a service activity and to the exercise thereof may be easily completed, at a distance and by electronic means, through the relevant point of single contact and with the relevant competent authorities."

> Directive 2006/123/EC of 12 December 2006 on services in the internal market http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=CELEX:32006L0123:EN:NOT

### "Points of single contact" (PSC) across EU Member States



Allow service providers to deal with and complete their administrative formalities electronically when they want to do business across Europe (cf. EU Services Directive)



- PSC also called "Single Point Of ContactS" (SPOCS)
- As requested by the EU Services Directive, the PSC shall provide one entry point to
  - obtain all the information about the procedures needed to complete for specific services activity
  - deal with all formalities needed to carry out your activities (without the need to approach various public bodies one by one)
  - > complete the necessary steps by electronic means

https://single-market-economy.ec.europa.eu/single-market/services/directive/points-single-contact\_en

### Four Facts about the PSC



- 1. Contact points for businesses, to be set up in each EU country
- 2. E-government portals accessible via the internet
- 3. Businesses can get clear and exhaustive information on administrative procedures and specific requirements
- 4. Businesses can complete the required procedures online
  - > registration in commercial and professional registers
  - obtaining permits or licences
  - > submitting notifications by filing requested information online
  - > receiving decisions etc. online



https://single-market-economy.ec.europa.eu/single-market/services/directive/points-single-contact\_en

Points of Single Contact (PSCs) are e-government portals that allow service providers to get the information they need and complete administrative procedures online. They are managed by the 'EUGO network' of national coordinators.

#### If you want to

- · explore business opportunities or expand your services to another EU country
- · set up a new business abroad
- · find out about the rules and formalities that apply
- · complete the administrative procedures online

Then the Points of Single Contact are for you.

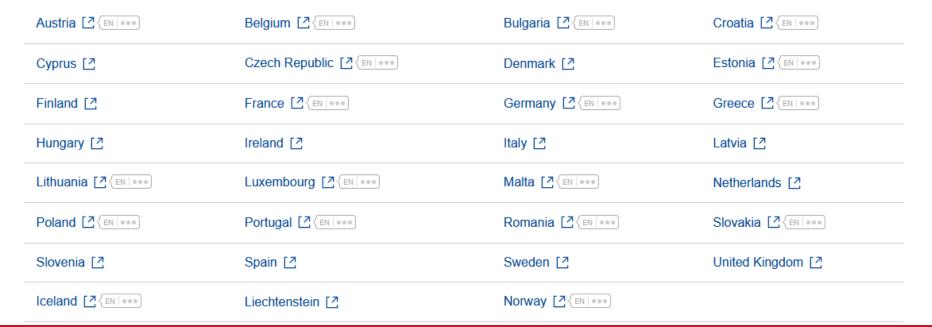




**Access today** online via the "Your Europe" portal







https://single-marketeconomy.ec.europa.eu/singlemarket/services/directive/point s-single-contact en

### **PSCs in Germany**



- Central web site for overview:
  <a href="https://www.bmwi.de/Redaktion/EN/Artikel/SME-Sector/points-of-single-contact.html">https://www.bmwi.de/Redaktion/EN/Artikel/SME-Sector/points-of-single-contact.html</a>
- 16 Federal States ultimately responsible for PSCs
  - based on the unique situation of each individual State
  - PSCs either at state, county or chamber level



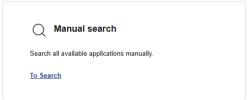
### **EAP** in Northrhine-Westphalia





#### Our applications for all areas

Select your area to find your desired application. You can then simply start your digital administrative process and send the application directly online.





#### The most frequently used applications at a glance

Start your digital administrative process directly by clicking on a service.





#### https://service.wirtschaft.nrw/en/

Homepage > Foundation > Business Registration

#### **Business Registration**

Application, information, and further links



#### **Application for Business Registration**

Anyone who wants to register their business in North Rhine-Westphalia can now do so from the comfort of their sofa: start-ups and entrepreneurs can send their business registrations to the regulatory authorities digitally.

Go to business registration

#### ○□ Start-Up Wizard

Do you want to establish a business or make changes to an existing one? With our start-up wizard you can quickly and easily find all important information and applications.

Go to start-up wizard

#### Requirements for Business Registration

Who needs to register a business (e.g., small businesses, part-time self-employment):

As a matter of principle, every person engaged in self-employment with the intention of generating profits is obligated to register a business. The registration requirement applies from the start of self-employment, irrespective of whether the business is pursued on a full-time or part-time basis. For more detailed information about the registration requirements, please see our FAQ section under "When do I need to register my business activity?"

Exemptions from the duty to register business activities:

Exemptions apply to various circumstances, including freelance activities, the primary sector of economy, photovoltaic systems installed on self-owned buildings, and one-time activities with no permanent nature. Determining the classification of liberal professions can be a complex process, and the final decision is made by

A comprehensive list of exceptions to the business registration requirement is available in our FAQ section under "For which types of activities is a business registration unnecessary?"

- 1. Requirements for Business Registration
- 2. Required Documents and Associated

### **Peculiarities with PSCs in Germany**



- Advice provided by the PSC legally binding
  - accessible from distance (i.e.: via internet)
- PSCs additionally simplifying the administrative processes
  - acting as case manager for each company's activities
- Services of PSCs are optional
  - Direct contact to relevant authorities still possible

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oesterreich.gv.at

nttp://www.neip.gv.at/

**@mtshelfer online:** 

The Austrian one-stop government portal as one of the first one-stop government portals (Renamed into Digitales Österreich - Austria's digital Agency)

https://www.oesterreich.gv.at/public.html

# **Austria's digital Agency (1)**



Life events: Starting point for online public services

= oesterreich.gv.at		ID Austria eAusweise Topics	Services Q A EM ~	
Building and living	Environment and climate	Online security, internet and new media	Receiving help and (financial) support	
Care	EU and international	People from other countries	Tax and finance	
Education and training	Family and partnership	People with disabilities	Transparency and participation in	
E-Government (modern	Health		democracy	
administration)  Emergencies, accidents and crime	Laws and justice	Personal documents and confirmations	Travel and leisure	
Emergencies, accidents and crime	Mobility	Providing help	Work, career and retirement	

# **Austria's digital Agency (2)**

https://www.oesterreich.gv.at/public.html



#### Services

#### New digital government agency services

You can use these services directly here on oesterreich.gv.at:

Please note: The linked pages are only available in German.

#### Change residence

Registration of a new residence, deregistration or change of status of the previous one

#### Passport file

Secure deposit and automatic reminder

#### Request voting card

This service is within the application deadlines available

### PDF Signature – A service of the "Digitales Amt" app

Create and verify digital signatures directly on your smartphone

#### Request certificate

Ordering extracts from the ZPR (central civil status register), e.g. in case of loss of your birth certificate

#### PDF Signature - Services

Sign and check PDFs online

#### Pregnancy & Birth

Create to-do list and apply for initial issuance of certificates for your child

#### **Further services**

You can use these services - if you are already logged in to oesterreich.gv.at - without identifying yourself again.

# Austria's digital Agency (3) https://www.oesterreich.gv.at/public.html

oesterreich.gv.at

#### **Further services**

You can use these services - if you are already logged in to oesterreich.gv.at - without identifying yourself again.

Please note: The linked pages are only available in German.

Formularservice	Bundesschatz.at	My inbox	Confirmation of registration
Residence registration information	Criminal record certificate	Current petitions for referendums	Gross Net Calculator (incl. Family Bonus Plus)
Justice Forms	Theft report	ZVR E-Gov-Commissioner	Commuter calculator
Birth notification / Death notification	Central weapons registry	Online appointment (BMI)	

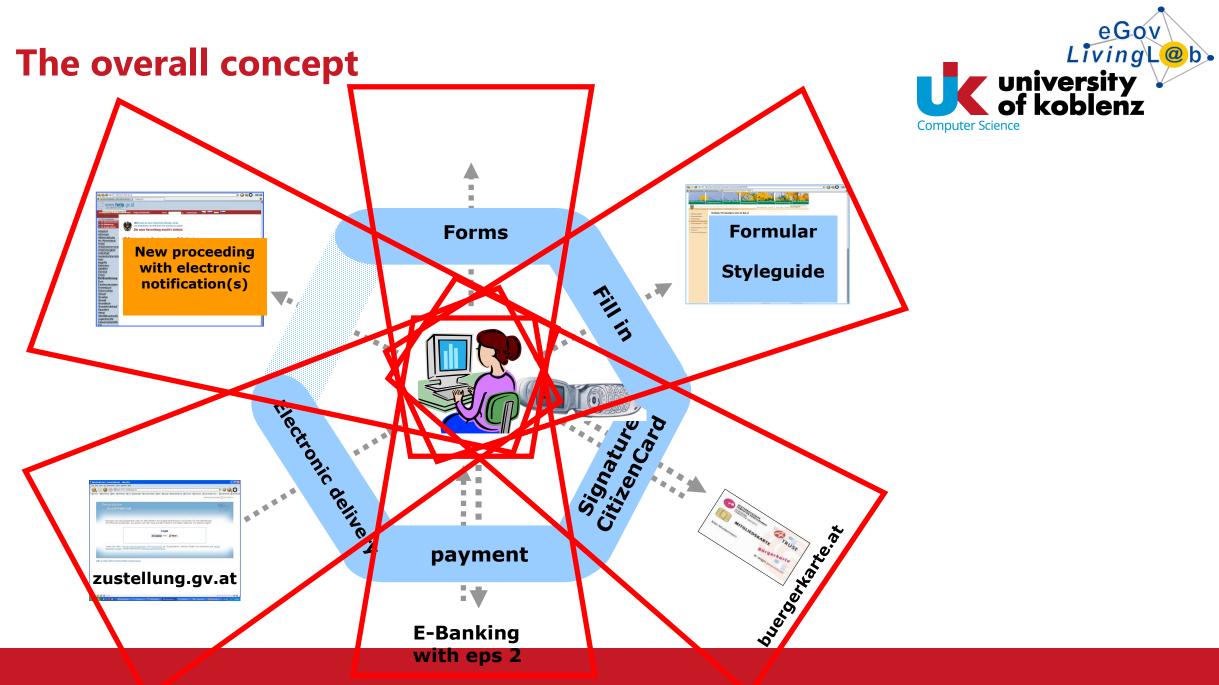
#### Other platforms of the administration

**Business Service Portal** 

You can use these platforms - if you are already logged in to oesterreich.gv.at - without identifying yourself again.

Please note: The linked pages are mostly only available in German.

JustizOnline FinanzOnline Meine SV Transparenzportal







Find information, authorities and more

Q

# **One-stop portal Baden-Württemberg**

Service-bw.de

#### Life-events in service-bw



https://www.service-bw.de/ Planungsregister **Mein Servicekonto** Serviceportal Infos, Behörden und mehr finden Baden-Württemberg LIFE SITUATION LIFE SITUATION SERVICE Construction and modernization Dog licence fee (Life situations) Apply for basic support for senior citizens or in the event of reduced earnings capacity Baden-Württemberg tender service LIFE SITUATION Find out here about public tenders in Baden-Württemberg Assistance for people from Ukraine SERVICE Help in all life situations Job offers in Baden-Württemberg Apply for parental allowance Life situations from A to Z Find out about current public sector job offers in Baden-Württemberg here. Single Point of Contact

# Life Event "Elterngeld benatragen" (apply for parental allowance)

https://www.servicebw.de/zufi/leistungen/1224

#### Apply for parental allowance

Online application

Forms and other offers

Responsible office

Prerequisite

Procedure

**Deadlines** 

**Required documents** 

Costs

Miscellaneous

Appeal

# Apply for parental allowance

You are there for your child after the birth? To do so, you interrupt your career or do not work full-time. Replace part of your lost income with parental allowance.

Apply for basic parental allowance or parental allowance plus - or combine both. Both parents will benefit. Decide which parent wants the parental allowance for which period. State this for both parents in your application. You will receive parental allowance retroactively for the last three months of your life before your application was received.

- You receive basic parental allowance for the first 14 months of your child's life.
- You will also receive ElterngeldPlus after that.

You can apply for additional parental allowance months for children born particularly early. You also receive parental allowance if you did not work before the birth of your child. You will then receive at least 300 euros basic parental allowance per month. If you opt for Elterngeld Plus, you will receive at least 150 euros per month. In return, you will receive Elterngeld Plus for twice as long.

#### Online application

Antrag auf Elterngeld für Geburten/Adoptionen ab 01.09.2021 🗷

Zu meinen zwischengespeicherten Elterngeldanträgen 🗷

#### Forms and other offers

- → Arbeitgeber-Bescheinigung bei nichtselbständiger Tätigkeit für Geburten und Adoptionen ab 01.09.21 (PDF) 🗷
- → Arbeitgeber-Bescheinigung bei nichtselbständiger Tätigkeit für Geburten und Adoptionen bis 31.08.21 (PDF) 🛭

#### Responsible office

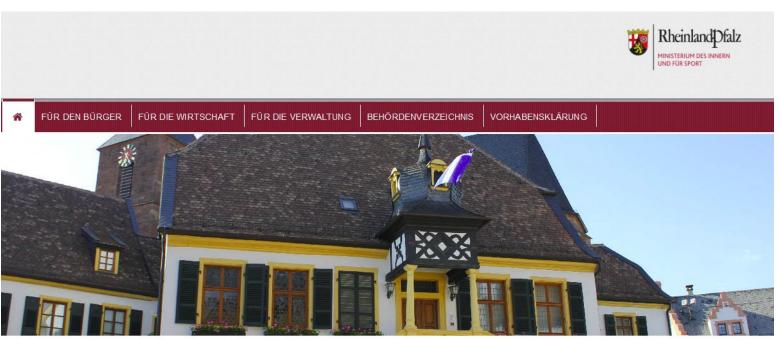
L-Bank - Familienförderung [Landeskreditbank Baden-Württemberg - Förderbank]

Street address
Schlossplatz 12
76131 Karlsruhe

Email

familienfoerderung@l-bank.de

Fax





# **One-stop portal Rheinland-Palatinate**

https://bus.rlp.de/









© Julie Sponholz / Rheinland-Pfalz Tourismus GmbH

#### Bürger- und Unternehmensservice Rheinland-Pfalz



#### Leistungen von A-Z

Sie können sich alle Verwaltungsleistungen von A bis Z alphabetisch auflisten lassen.

Klicken Sie einfach auf den gewünschten Buchstaben:

0-9 A-B C-D E-F G-H
I-J K-L M-N O-P Q-R
S-T U-V W-X Y-Z

## **Example: Marriage in Koblenz**





#### Bürger- und Unternehmensservice Rheinland-Pfalz



#### Heirat

#### Leistungen:

#### Beglaubigung von Dokumenten oder Unterschriften

Beglaubigt werden können Dokumente (Abschriften, Vervielfältigungen, Negative, elektronische Dokumente und Ausdrucke elektronischer Dokumente) sowie Unterschriften und...

https://bus.rlp.de/

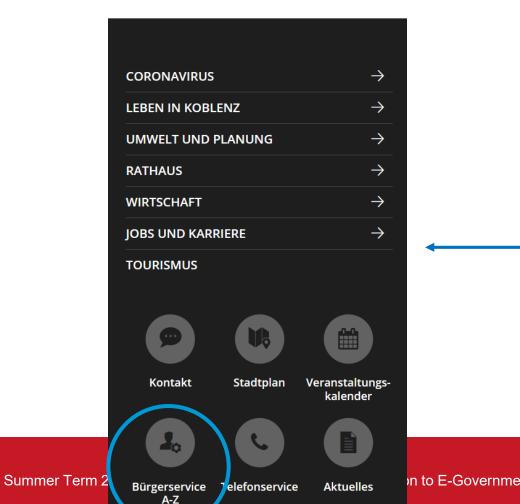
# Description of Service

Portal City Koblenz

https://www.koblenz.de/







#### **Eheschließung Anmeldung**

Quelle: BUS Rheinland-Pfalz (Linie6PLus)

#### Leistungsbeschreibung

Bevor Sie heiraten können, müssen Sie die Eheschließung anmelden. Früher sagte man dazu auch "das Aufgebot bestellen". Die Eheschließenden sollen die beabsichtigte Eheschließung persönlich bei dem Standesamt anmelden, an dem einer der Eheschließenden seinen Wohnsitz oder gewöhnlichen Aufenthalt hat.

Zur Verfahrensbeschleunigung können Sie dem Standesamt sowohl Ihren Wunschtermin für die Eheschließung, als auch die Daten, die für die Prüfung der Ehefähigkeit erforderlich sind, bereits durch eine Voranmeldung übermitteln.

Der Ort, an dem Sie die Eheschließung anmelden, muss nicht gleichzeitig der Ort sein, an dem Ihre Ehe geschlossen werden soll. Ihre Ehe können Sie grundsätzlich in jedem Standesamt in Deutschland schließen.

Die standesamtliche Eheschließung und eine kirchliche Hochzeit sind voneinander unabhängig.

Bei der standesamtlichen Eheschließung müssen keine Trauzeugen anwesend sein. Wenn Sie dies jedoch wünschen, können Sie eine oder zwei Personen zu Trauzeugen bestimmen.

Ob Sie in der Ehe einen gemeinsamen oder getrennte Familiennamen führen wollen, kann bei der Eheschließung oder auch zu einem späteren Zeitpunkt festgelegt werden.

Spezielle Hinweise für - kreisfreie Stadt Koblenz

#### Stadt Koblenz - Eheschließungen

#### Adresse:

Willi-Hörter-Platz 1 56068 Koblenz Öffnungszeiten: Mo., Di., Do.: 08:30 -12:00

Uhr Mi.:

08:30 -16:00

Uhr

Fr.: geschlossen

Terminvereinbarungen auch außerhalb der Öffnungszeiten möglich.

#### Weitere Daten:

Ein Formular gefunden mehr

#### Alle Informationen anzeigen

#### Stadt Koblenz - Anmeldung Eheschließung

#### Adresse:

Willi Hörtor Blatz

56068 Koblenz

www:

https://www.koblenz.de

#### Öffnungszeiten:

Mo., Di., Do.: 08:30 -12:00

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Fr.: geschlossen

Terminvereinbarungen auch außerhalb der Öffnungszeiten möglich.

#### Weitere Daten:

Ein Formular gefunden mehr

Alle Informationen anzeigen

#### **EHESCHLIESSUNG ANMELDUNG**

# KOBLENZ VERBINDET.

#### Bitte beachten Sie insbesondere unsere Informationen unter:

- Leistungsbeschreibung
- > Verfahrensablauf
- > Welche Unterlagen werden benötigt?
- > Welche Gebühren fallen an?
- > Welche Fristen muss ich beachten?
- > Was sollte ich noch wissen?

#### Leistungsbeschreibung

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Spezielle Hinweise für - Stadt Koblenz

#### An wen muss ich mich wenden?

<u>Spezielle Hinweise für - Stadt Koblenz</u> Zuständige Mitarbeiter beim Standesamt Koblenz

#### Eva Hermann

Standesbeamtin Tel.: 0261/129 1779

#### **Astrid Dawirs**

Standesbeamtin Tel.: 0261/129 1770

#### **Annegret Waldorf**

Standesbeamtin 0261/129 1780

#### **Rainer Adamy**

Standesbeamter 0261/129 1751

#### Zuständige Abteilungen

- > Anmeldung Eheschließung
- ➤ Eheschließungen

https://www.koblenz.de/buergerservice/leistungen/RLP:entry: 64816:ANLR-VLR/eheschliessung-anmeldung/

#### Services in alphabetical order

#### Bürger- und Unternehmensservice Rheinland-Pfalz



Sie haben Koblenz als Ort festgelegt. (ändern löschen)

#### Leistungen A bis Z

0-9 A-B C-D E-F G-H I-J K-L M-N O-P Q-R S-T U-V W-X Y-Z

#### A (349 Treffer)

- Aalbesatz melden
- · Aal-Register: Aalfischer löschen
- · Aal-Register: Fangtätigkeiten registrieren
- · Aal-Register: Fischereifahrzeug löschen
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- Abendgymnasium anmelden
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- · Abfallbehandlungsanlage genehmigen
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- · Abfallentsorgernummer beantragen
- Abfallentsorgung
- Abfallentsorgung der gelben Liste Verbringung in Deutschland und Europa zustimmen
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- Abfallentsorgungsanlage zulassen

#### B (191 Treffer)

- Badegewässerqualität
- BAFöG Zusatzleistungen bewilligen
- · BAföG-Darlehen zurückzahlen
- Bankverbindung
- Barrierefreiheit
- Bauaufsicht
- Bauaufsichtliche Zustimmung
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- Baubeginn anzeigen für genehmigungspflichtiger Luftfahrthindernisse
- Bauberatung erhalten
- Baudenkmalpflege
- Baugenehmigung: Freistellungsverfahren
- Baugenehmigung: vereinfachtes Genehmigungsverfahren
- · Baugenehmigung/ Bauantrag
- Baukindergeld Bewilligung
- · Baulandkataster Informationen erhalten
- Baulasten/ Baulastenverzeichnis
- Bauleitplanung

#### Leistungen von A-Z



Sie können sich alle Verwaltungsleistungen von A bis Z alphabetisch auflisten lassen.

Klicken Sie einfach auf den gewünschten Buchstaben:

0-9 A-B C-D E-F G-H

I-J K-L M-N O-P Q-R

S-T U-V W-X Y-Z

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www.rlp.de







# **E-Bundesanzeiger**

https://www.bundesanzeiger.de/

#### **Official German Federal Gazette**





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- The official German Federal Gazette online: eBundesanzeiger
  - Provided by the Federal Ministry of Justice

Summer Term 2025

> Publishing the official announcements by the Federal Government

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Transparenzregister 🗹	eBilanz-Online	Gesetz zur Umsetzung der
Legal Entity Identifier Register (LEIReg)	ESEF-Manager	Digitalisierungsrichtlinie (DiRUG)
Bundesgesetzblatt	Europäische Plattform für	Hinweisgeberportal
Parlamentarische Drucksachen 🗹	Aktionärsidentifikation und -information	Veranstaltungsforum
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# Public administration portal of the federal government to implement the online access act (OZG)







https://www.onlinezugangsgese tz.de/Webs/OZG/EN/ozg/ozgnode.html

# Implementation of the online access act ©Z





Motivation: Fast, convenient and easy to understand – private citizens and companies would use services offered by the public administration more often if they could access them easily on the internet from their home computer or mobile device. And businesses hope that digital administration will reduce costs and bureaucratic burdens.

The Online Access Act (Onlinezugangsgesetz – OZG) requires the federal, state and local governments to provide their services in a digital version via their own portals along with the classical formats by the end of 2022. The outline for this large-scale digital project is the OZG Implementation Catalogue, which was initially launched in 2017 with hundreds of administrative services and benefits. Due to the agile and dynamic nature of the OZG implementation, the total number of OZG services is not static and continues to increase.

The services are assessed according to their digital compatibility and their digital potential and are then grouped by category and further divided by life and business events. Arrangeing administrative services and benefits by topic offers users an easier approach compared to listing them by their affiliation to governmental agencies, which was previously the case.

https://www.onlinezugangsgesetz.de/Webs/OZG/EN/ozg/ozg-node.html

## **Europe-wide Single Digital Gateway**

Federal Ministry of the Interior, Building and Community Deutsch







The Implementation of the Online Access Act

The Single Digital Gateway

Contact





ARTICLE

What is the Single Digital Gateway?

https://www.onlinezugangsgesetz.de/Webs/OZG/EN/sdg/sdg-node.html
https://europa.eu/youreurope/index\_en.htm







https://www.youtube.com/watch?v=Znkoz0-P3sc

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