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# System analysis & design

# Civil registration



Summary of the organization routines and tasks

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## National Organization for Civil Registration:

Mainly in this specific organization registration, issuing and validations of various certificates are being handled.  
Such as:

- Birth certificates for babies
- Death certificates
- Changing the ID certificate
- National card issue
- Marriage and Divorce certificates
- Population statistics gathering

This organization works under the supervision of the country's minister.

Civil registration has one HQ and 31 Administrations.  
Administration quarters work nearly same as HQ.

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## Targets of this system.

Main concept of this organization's system analysis & design is tracking the population statistics such as:

- Population count
- Birth and death control

This organization's system is the base of all other orgs.

Imagine if you don't have an ID or SSN  
And you are willing to book a room in a hotel or  
you want to have an insurance.

Or if a person dies how should his/hers  
Heritor/s approach the law for claiming their  
inheritance.

After all the data this organization provides  
could be effective in many  
Fields, pollution policies, DOJ (Department of  
Justice) system.

- Each SSN only can have 2 vehicles in possession.
- Referring to the population density of this area needs for hospitals, Fire Stations and ..... are high.
- All male\* citizens that are informed for military service and has never shown their presence by below conditions can be freed of doing the service.
  - Over 30 years old
  - Having 2 or more childs
  - Being married more than 10 years

# System analysis & design

This part refers to the problems, complications, Solutions, that could be Offered and deployed to The Project.

## System analysis & design

## Challenges & Security

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Security Levels of such an important organization is a Challenge so we need the Organization roles and Assignments for every single one of the employees.

**At top of the pyramid, we have:**

**The countries General Minister**

whom that presents the connection between  
The government and the people.

All the operations are being controlled directly &  
Un directly by General Minister.

Choose By: President

**Next person at second position:**

**the General minister's deputy**

Who has the direct and effective vision  
on the organization

Choose By: General Minister

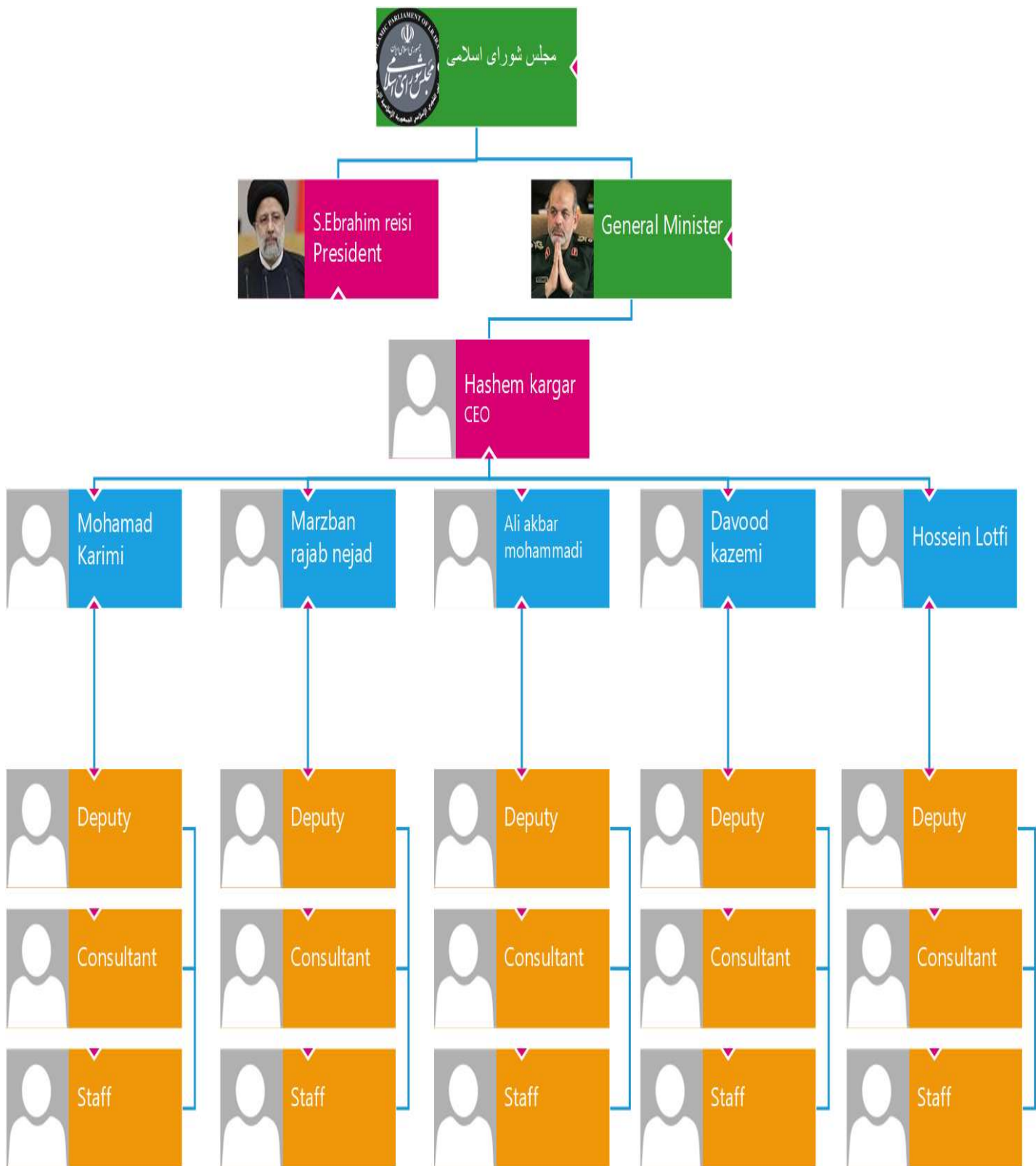
**Next levels are the deputy departments:**

**Every one of them are obliged to serve**

**In one specific department & state.**

Choose By: Minister's Deputy

Chart and Tree of the organization roles would be available in next pages.



**This is a general chart.**

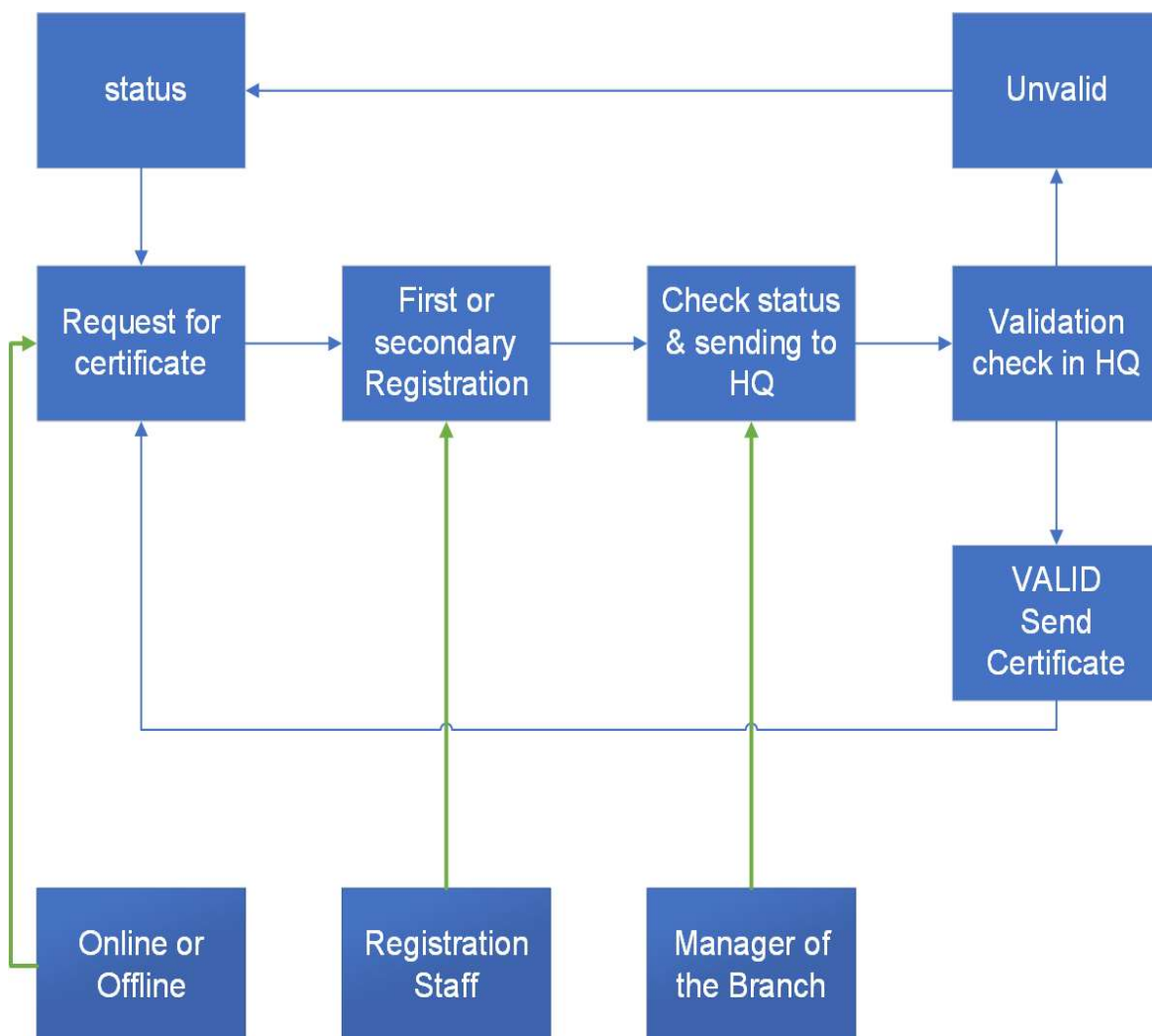
**More specific inheritance chart and layers of access to statistics & Data for employees and staff will be Shown later after some explanation.**

## Security layers and organization rules

*From the highest level of manipulating data in organization:*

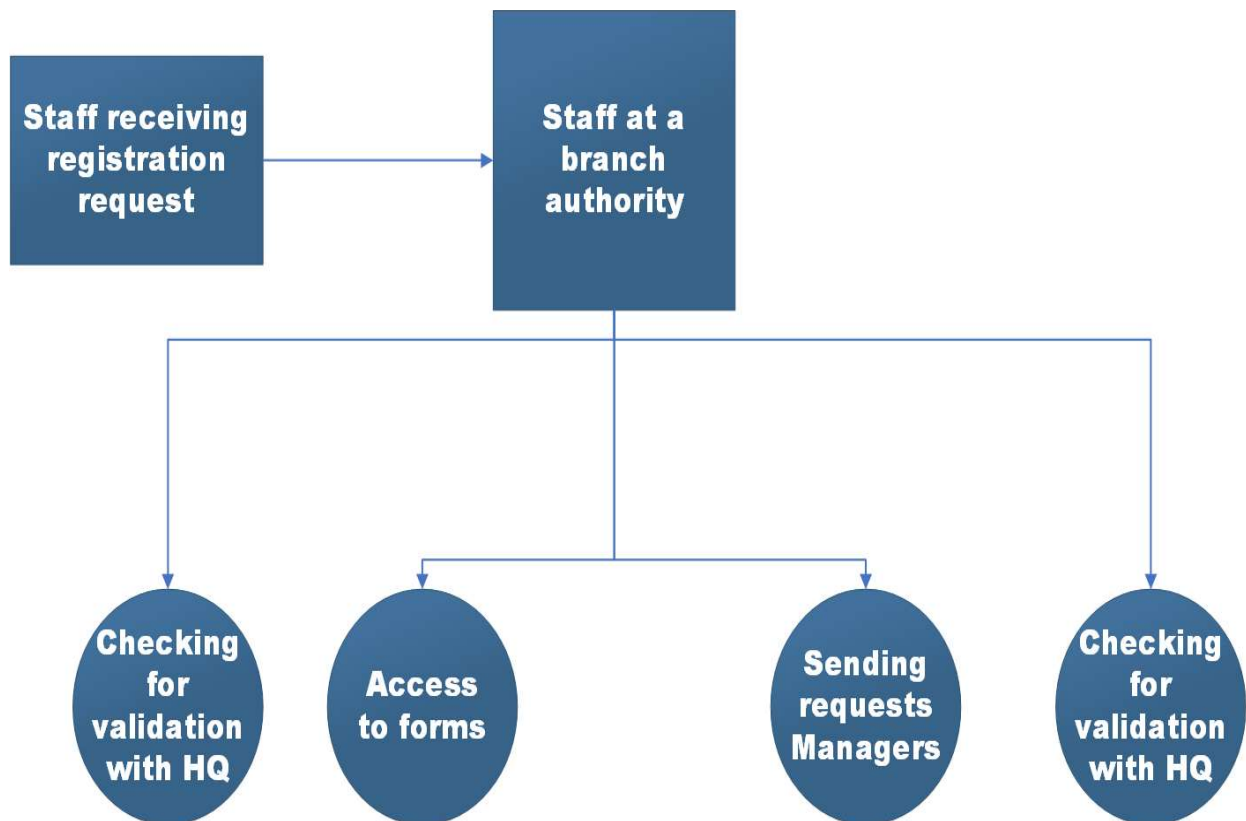
1. Managers at the Head Quarters at the capital
2. Staff at the Head Quearters at the capital
3. Managers at all branches in different states
4. Staff at branches in different states
5. Normal staff that has no authority in the system

For understanding Sub-Layers will be introduced.  
which can be understood by main process.  
(Related Diagrams)



*In above diagram staffs and managers all two main concept of the layers explained in previous page, I try to make their differences clear.*

*Let's start with staff:*



Registration staff at all branches of the organization have access to the containment of circles above. After they start the registration process if integrity of the request is valid, they should start filling the forms With specified protocols and sending them to their managers. Afterwards filled registration form will be sent to the HQ by each branch's manager for next layer of process.

