



## THE FILE SERVICE by GEM SYSTEM — built on the DXESS.BS file service product

SYSTEM  
INTEGRATION AND  
DEVELOPMENT



The aim of the project is to build a fully functional electronic filing system (ESSL) for the efficient and effective performance of legal obligations, which fully meets all functional, technical, legislative and procedural requirements.

### KEY COMPONENTS OF DXESS.BS PROJECTS:

- delivery of ESSL licenses,
- performing a pre-implementation analysis,
- provision of the necessary software, system parameterisation,
- implementation and integration with surrounding systems,
- data migration,
- supply of comprehensive documentation,
- carrying out appropriate training,
- providing service support and development of the delivered system.



### ELECTRONIC FILE SERVICE DXESS.BS SUPPLIED BY GEM SYSTEM

The file service is a modular solution for the central registration, management and support of the processing of files and documents, including the subsequent trusted archiving. The system structurally records and stores documents of specified types, most often invoices, contracts, regulations and directives, or documents issued and adopted according to the legislation of each institution, for specified types it can manage the course of their processing by means of workflow. The system complies with the legislative requirements for an electronic filing system, including the requirements of the National Standard for ESSS, eIDAS and GDPR, and is ready for certification by the Ministry of the Interior of the Czech Republic.

#### ✓ NATIONAL STANDARD

All processes are strictly recorded as required by the National Standard for Electronic System of Records Services (NSESSS).

#### ✓ ELECTRONIC SIGNATURE

Attaching an electronic signature, seal and time stamp to the EU countries' qualified electronic signature verification under the eIDAS Regulation.

### WHO IS OBLIGED TO MAINTAIN THE FILING SERVICE?

It is any entity that is obliged to conduct a filing service in electronic form, including compliance with the requirements of the National Standard for Electronic Filing Systems, pursuant to Act No 499/2004 Coll., on archiving and filing services, as amended, and Decree No 259/2012 Coll., on the details of the performance of filing services. A filing system is a term defined by law and is therefore mandatory, in particular for public authorities and public institutions. All parts of the filing system are defined by law, which means that a single filing system is operated in all offices, differing only in the supplier.

#### ✓ INTEGRATION TO THE MAIN SERVICE REGISTERS

Interconnection with the System of file service (ISDS) for full electronic communication is supported. You can also expect full integration with Information system of basic registers (ISZR) for data relevance. Connection to Czech POINT (assisted public administration point).


#### ✓ ARCHIVE FORMAT










Conversion of electronic attachments to the archival format PDF/A-2B including conversions and verification clauses or Digital Shredding.

DXESS.BS Sekretariát Vyberte modul - Návoděda Domů Konec Renáta Pálenská Vyhledat č.j. Q Vyhledat č.j. Jazyk -

Příhrádka - Nový dokument - Vyhledat dokument Tisk - Nastavení

☐ Jen vlastní dokumenty ☐ Dokumenty podřízených útvarů

Příhrádka k převzetí : zobrazeno 48 z celkových 48  Typ dokumentu:

|   | <input type="checkbox"/> |  | Číslo jednací           | P | Došlo               | Věc                                  | Odesílatel        | Vyřízeno           | Vyřídil do         | Vyřizuje                   |
|---|--------------------------|---|-------------------------|---|---------------------|--------------------------------------|-------------------|--------------------|--------------------|----------------------------|
| ▶ | <input type="checkbox"/> |  | UZSVM-2016/737          | 1 | 4.12.2016 8:55:31   | kopie: Dotaz                         | Jiří Prchal       | 4.12.2016 9:00:06  | 4.12.2016 0:00:00  | Marek Halčin (000099)      |
| ▶ | <input type="checkbox"/> |  | UZSVM-2016/726-000099/1 |   | 5.12.2016 13:44:25  | Odpověď na: Podpis, podpis, podpis   |                   |                    |                    | Jan Slavík (000099)        |
| ▶ | <input type="checkbox"/> |  | UZSVM-2016/724-000099   |   | 3.12.2016 12:46:14  | kopie: Referátník                    |                   | 3.12.2016 13:21:10 |                    | Marek Halčin (000099)      |
| ▶ | <input type="checkbox"/> |  | UZSVM-2016/723          |   | 1.12.2016 16:51:33  | kopie: Testování                     | Kateřina Švrčková |                    |                    | Jan Slavík (000099)        |
| ▶ | <input type="checkbox"/> |  | UZSVM-2016/710-000099   | 1 | 2.12.2016 13:25:36  | kopie: Spis: zkušební dokument       |                   |                    | 2.12.2016 0:00:00  | Pavla Voštová (000099)     |
| ▶ | <input type="checkbox"/> |  | UZSVM-2016/708          |   | 29.11.2016 11:02:38 | kopie: Dopravní nehoda na dálnici D1 | Kateřina Švrčková |                    | 9.12.2016 0:00:00  | Marek Jína (000099)        |
| ▶ | <input type="checkbox"/> |  | UZSVM-2016/707-000099   |   | 2.12.2016 14:54:25  | kopie: Brno                          |                   |                    | 19.12.2016 0:00:00 | Marek Halčin (000099)      |
| ▶ | <input type="checkbox"/> |  | UZSVM-2016/691          |   | 18.11.2016 14:11:17 | kopie: Datum doručení                | Jan Nová          |                    |                    | Kateřina Švrčková (000099) |

☒ Zrušit výběr ☒ Obnovit ☒ Rolovat řádky

Strana: 1 z 3  Velikost stránky: 20  Strana 1 z 3, položky 1 do 20 z 48.

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## EASY CONNECTIONS AND INTEGRATION

Open interfaces allowing efficient integration to third-party solutions. We offer a wide knowledge and know-how of integrating similar solutions, with which we have really rich experience.



## FILE SERVICE FROM A RECOGNIZED SUPPLIER OF FILE SERVICE SOLUTIONS

You get comprehensive document management from their initial registration upon entering the organization, through the process of handling, to shredding management. The filing service covers all legislative requirements for filing systems according to the National Standard for Electronic Filing Systems (NSESSS).

## THE FILING SERVICE COMPLIES/COMPLIES WITH THE FOLLOWING LEGISLATIVE PROVISIONS

- Act No. 499/2004 Coll., on Archives and Records Management and on Amendments to Certain Acts,
- Act No. 227/2000 Coll., on electronic signature and on amendments to certain other acts (Act on electronic signature),
- Decree No. 645/2004 Coll., implementing certain provisions of the Act on Archives and Records Management and amending certain acts,
- Decree No. 193/2009 Coll. on determining the details of the authorised conversion of documents,
- Decree No. 194/2009 Coll. laying down details on the use and operation of the data storage information system,
- Decree No. 259/2012 Coll. on the details of the performance of the census service.



## TECHNICAL PARAMETERS OF THE SOLUTION

- ✓ The implementation of the DXESS.BS file service is based on the MS .NET Core solution, which can be operated in the Microsoft Windows Server environment as well as on Linux OS or hosted in any public cloud environment.
- ✓ The solution primarily uses MS SQL Server as a database, but it is also possible to run it on another appropriate database. DXESS.BS is also installed in the geocluster environment in high availability. The system can be scaled both vertically and horizontally.