

REPUBLIC OF LATVIA
THE STATE LAND SERVICE



VALSTS ZEMES DIENESTS

PUBLIC REPORT 2011

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ABBREVIATIONS USED IN THE REPORT

TIHDE	The topographic Information of high detailed elaboration
SLS	The State Land Service
ERDF	European Reconstruction and Development Fund
EU	European Union
ESF	European Social Fund;
GIS	Geospatial Information System
INSPIRE	Directive 2007/2/EC of the European Parliament and of the Council of 14 March 2007 establishing an Infrastructure for Spatial Information in the European Community
RLPR	Rural Land Purchase Register
MK, Cabinet	Cabinet of Ministers of the Republic of Latvia
NRECIS, Cadastre Information System	National Real Estate Cadastre Information System
KRISGP	National Real Estate Cadastre Information System spatial data software
Portal	Portal www.kadastrs.lv
Topographic data M 1:500	The topographic information of high detailed elaboration in scale 1:500
SAR	State Address Register
SAR IS	State Address Register Information System

1. GENERAL INFORMATION

The SLS is a direct state administration authority under supervision of the Minister of Justice and responsible for the registration and supervision of the land as the national wealth for the purpose of ensuring its efficient use and protection.

The SLS was established in 1992 as one of the major authorities involved in the implementation of the land reform in this country.

The operations of the SLS are governed by the [Regulation of the Cabinet of Ministers No.971 \(20 December 2011\) "By-laws of the State Land Service"](#).

The HQ address of the SLS is 11. novembra krastmala 31, Rīga, LV 1050.

There are no other authorities subordinated to the SLS.

In compliance with the Cabinet Regulation "By-laws of the State Land Service" the SLS implements the following functions:

- maintains the National Real Estate Cadastre Information System;
- maintains the State Address Register;
- maintains the Information System of Encumbered Territories;
- maintains the the topographic Information of high detailed elaboration;
- provides the valuation of real estates;
- participates in the implementation of the national policy in the field of the land reform;
- performs the cadastral surveying of buildings and groups of premises.

1.1 Structure

There are the Headquarters and five regional structural units - regional offices in the SLS. The Central Administration in Riga consists of 9 departments. The SLS is lead by the Director General to whom three Deputy Director General and five regional offices are subordinated. In the territory of the country the SLS has [27 customer service centres](#).

In the result of the optimisation of the structure of the SLS on 1January2011 the Customer Service and Data Distribution Department was liquidated and the Service Development and Customer Service Department was established to replace it; also the centralised Personnel Department was established. In the course of separating the real estate registration issues from the issues related to the real estate valuation and cadastre issues the Real Estate Registration Department and the new Surveying Division were established.

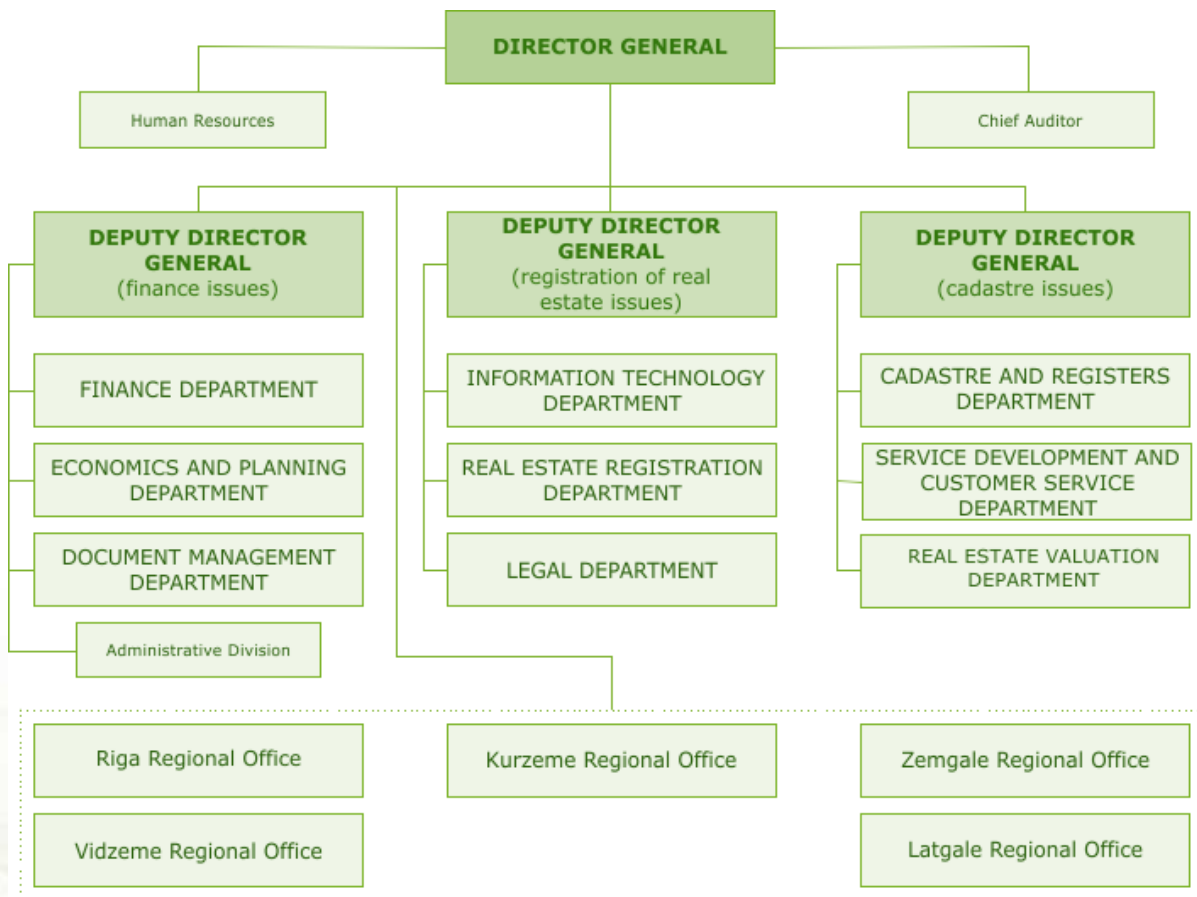


Figure 1 The structure of the SLS in 2011

1.2 Major tasks of the report year

In 2011 the activities of the SLS were focused on the development of the existing information systems and e-services, the simplification of procedures and arrangement of the regulatory base, as well as the improvement of the qualifications of the SLS personnel, thus improving the quality of the services provided by the SLS.

In 2011 the unified cadastre spatial data software KRIS GP was introduced, the data exchange system was improved by developing the Internet services "Cadastre information standardised packages" and "Receipt of the State Address Register textual data" in compliance with the guidelines of the integrated national information system, the procedure for the provision of information to certified entities for the purpose of performing the surveying services was simplified.

For the purpose of improving the customer service quality the call centre has been established in the SLS, the procedures for the execution of orders have been simplified and made shorter. The SLS has improved the information availability in the data distribution portal www.kadastrs.lv.

The comprehensive arrangement of the full technical inventory data of the existing buildings has been carried out within the National Real Estate Cadastre Information System.

In 2011 the SLS continued the implementation of the project co-financed by the European Regional Development Fund "Establishment of the geospatial information system of the geospatial data of the State Land Service".

In 2011 the SLS has developed the Cabinet Regulation aimed at the regulation of the areas of the cadastral surveying of land, cadastral surveying of buildings, registration of information in the cadastre and receipt of the cadastre information.



2. FINANCIAL RESOURCES AND THEIR OUTTURN IN 2011

During the report year the SLS received the subsidy from the central budget in the amount of 3.5 Mill. Ls. In comparison to the preceding year 2010 the amount of the subsidy was increased by 0.2 Mill. Ls because additional funding was granted from the funds intended for unforeseen events for the purpose of performing the demarcation works on the Latvian-Russian border and the entry of the full technical inventory data on buildings.

The revenues of the SLS from provided services for a fee amounted to 4.5 Mill. Ls in 2011. Thus, the revenues in 2011 have been maintained on the level of 2010 when this amount was also 4.5 Mill. Ls, therefore it can be concluded that the financial situation of the SLS has been stable.

In compliance with the Law "On Central Budget 2011" the functions of the SLS within several programs and subprograms were implemented in the SLS in 2011:

- program 57.00.00. "The State Land Service";
- subprogram 62.06.00. "Implementation of the ERDF projects and measures (2007-2013)";
- subprogram 63.06.00. "Implementation of the European Social Fund (ESF) projects and measures (2007-2013)";
- subprogram 73.06.00. "Projects co-financed by other foreign financial aid (2007-2013)";
- subprogram 99.00.00. "Expenditure of resources for unforeseen events"

Table 1. Review of the total budget of the SLS

No.	Financial indices	Actual outturn in 2010	2011	
			Approved by the law	Actual outturn
1.	Financial resources for covering expenditure (total)	7,835,521	9,387,850	8,013,811
1.1.	Subsidies	3,284,181	3,485,741	3,480,294
1.2.	Services for a fee and other own revenue	4,547,256	5,900,000	4,526,278
1.3.	Foreign financial aid	4,084	2109	1792
1.4.	Donations and grants	-	-	-
2.	Expenditure (total)	7,955,912	9,710,332	7,481,230
2.1.	Maintenance expenditure (total)	7,939,070	9,392,018	7,312,083
2.1.1.	Current expenditure	7,885,669	9,338,616	7,258,682
2.1.2.	Interest expenditure	-	-	-
2.1.3.	Subsidies, grants and social support	48,750	48,750	48,750
2.1.4.	Current payments to the European Community budget and international cooperation	4,651	4,652	4,651
2.1.5.	Transfers of maintenance expenditure	-	-	-
2.2.	Capital investment expenditure	16,842	318,314	169,147

85% of the planned financial resources in 2011 (8.01 Mill. Ls) were actually available for the provision of the operation of the SLS. The actual expenditure of the resources in the amount of 7.48 Mill. Ls account for 77% of the total amount of the planned expenditure.

The reduction of the resources and expenditure in comparison to the plan is related to the 23% under performance on the plan of the revenues from services for a fee.

The reduction of expenditure of 2011 in comparison to 2010 amounts to 6% by means of reducing the expenditure for remuneration, administrative expenditure, rent and lease of premises, rent of vehicles, IT services and capital procurement.

Program 57.00.00. "The State Land Service"

For Program 57.00.00. "The State Land Service" financial resources in 2011 were provided for the purpose of performing the basic functions of the SLS by providing updated and accurate information on all the real estates and items composed of them in this country to the public.

Within this program the approved financing in 2011 amounted to 9.443 Mill. Ls. The actual expenditure amounts to 7.219 Mill. Ls (76.5%). The under performance of the planned expenditure is related to the under performance of the forecasted revenue from the services for a fee.

Table 2. Review of the basic budget of the SLS (Ls)

No.	Financial indices	Actual outturn in 2010	2011	
			Approved by the law	Actual outturn
1.	Financial resources for covering expenditure (total)	7,784,968	9,120,372	7,746,650
1.1.	Subsidies	3.2.	3,221,352	3,221,352
1.2.	Services for a fee and other own revenue	4,545,748	5,899,020	4,525,298
1.3.	Foreign financial aid	-	-	-
1.4.	Donations and grants	-	-	-
2.	Expenditure (total)	7,905,359	9,442,854	7,219,516
2.1.	Maintenance expenditure (total)	7,888,517	9,212,854	7,138,682
2.1.1.	Current expenditure	7,835,116	9,159,452	7,085,281
2.1.2.	Interest expenditure	-	-	-
2.1.3.	Subsidies, grants and social support	48,750	48,750	48,750
2.1.4.	Current payments to the European Community budget and international cooperation	4,651	4,652	4,651
2.1.5.	Transfers of maintenance expenditure	-	-	-
2.2.	Capital investment expenditure	16,842	230,000	80,834

Subprogram 62.06.00. "Implementation of the ERDF projects and measures (2007-2013)"

In 2011 the financing of the subprogram was granted to the SLS within the framework of the operational program of the European Regional Development Fund "Infrastructure and Services" Measure 3.2.2 "ICT Infrastructure and Services" Activity 3.2.2.1 "Development of the e-services and information systems of public administration" Sub-activity 3.2.2.1.1 "Development of Information Systems and Electronic Services" for the implementation of the approved project "Establishment of the geospatial information system of the geospatial data of the State Land Service" (identification No. 3DP/3.2.2.1.1/08/IPIA/IUMEPLS/006).

Table 3. Review of the outturn of the budget of the subprogram of the Service „Implementation of the ERDF projects and measures (2007-2013)” (Ls)

No.	Financial indices	Actual outturn in 2010	2011	
			Approved by the law	Actual outturn
1.	Financial resources for covering expenditure (total)	19,378	96,903*	96,903*
1.1.	Subsidies	19,378	96,903	96,903
2.	Expenditure (total)	19,378	96,903*	95,145
2.1.	Maintenance expenditure (total)	19,378	8,589	6,832
2.1.1.	Current expenditure	19,378	8,589	6,832
2.2.	Capital investment expenditure		88,314	88,313

*- in compliance with the Ordinance of the Ministry of Finance No. 488 (18.10.2011) the expenditure for the implementation of the project was reduced by 95,525 Ls and this amount was reallocated to the program 80.00.00.

Subprogram 63.06.00. "Implementation of the European Social Fund (ESF) projects and measures (2007-2013)"

Based upon the financing granted to this program the SLS commenced the implementation of the ESF project "Improvement of the quality of the services provided by the State Land Service" in 2010. Within the project until July 2011 the electronic manual for the customer service personnel of the SLS has been developed and implemented in the practice ensuring higher quality of the public services provided by the SLS at the stage of order receipt/ acceptance of the services and ensuring the provision of efficient services of the SLS in compliance with the public needs in a balanced manner at all the customer service points of the SLS in the territory of Latvia.

Table 4. Review of the outturn of the budget of the subprogram of the SLS „Implementation of the European Social Fund (ESF) projects and measures (2007-2013)” (Ls)

No.	Financial indices	Actual outturn in 2010	2011	
			Approved by the law	Actual outturn
1.	Financial resources for covering expenditure (total)	5,703	7,954	7,954
1.1.	Subsidies	5,703	7,954	7,954
2.	Expenditure (total)	5,703	7,954	7,920
2.1.	Maintenance expenditure (total)	5,703	7,954	7,920
2.1.1.	Current expenditure	5,703	7,954	7,920

Subprogram 73.06.00. "Projects co-financed by other foreign financial aid (2007-2013)"

Based upon the financing granted by this subprogram in 2011 the SLS implemented the project "Improvement of the professional qualification of the experts responsible for the State Land Service register and archive development in the field of registers of real estate, maintenance of digital archives as well as the optimisation of the procedures of registration of real estate" of the Nordic and Baltic countries mobility program "State Administration".

Within the project the experience of the Nordic countries was obtained in the area of the maintenance of the registers and archives related to the real estate, their digitalisation as well as the integration of procedures aimed at reducing the administrative burden for the residents and businesses of Latvia in the field of the information and registration of data on real estate during the events organised by the Estonian office of the Nordic Countries Ministry, Swedish Land Board and Finnish National Land Board on 13-17 November 2011 and 23-25 November 2011.

Table 5. Review of the outturn of the budget of the subprogram of the SLS „Projects co-financed by other foreign financial aid (2007-2013)” (Ls)

No.	Financial indices	Actual outturn in 2010	2011	
			Approved by the law	Actual outturn
1.	Financial resources for covering expenditure (total)		3089*	2772
1.1.	Subsidies			
1.2.	Services for a fee and other own revenue		980	980
1.3.	Foreign financial aid		2109	1792
2.	Expenditure (total)		3089	2772
2.1.	Maintenance expenditure (total)		3089	2772
2.1.1.	Current expenditure		3089	2772

*- the data are not comparable with the Law on Budget of 2011 in compliance with the Ordinance of the Ministry of Finance No. 391 (26.08.2011) on granting additional appropriation for the revenue from foreign financial aid resources.

Program of the central budget 99.00.00. "Expenditure of resources for unforeseen events"

Based upon the financing granted within the program of the central budget in 2011 the SLS performed the demarcation works of the Latvian-Russian border for the total amount of 79.5 thousand Ls and the entry of the full technical inventory data on buildings to the National Real Estate Cadastre Information System from the materials available in the archive of the SLS for the total amount of 80.0 thousand Ls.

Table 6. Review of the outturn of the budget of the program of the SLS „Expenditure of resources for unforeseen events” (ILs)

No.	Financial indices	Actual outturn in 2010	2011	
			Approved by the law	Actual outturn
1.	Financial resources for covering expenditure (total)	19880	159,532*	159,532
1.1.	Subsidies	19880	159,532	159,532
2.	Expenditure (total)	19880	159,532	155,877
2.1.	Maintenance expenditure (total)	19880	159,532	155,877
2.1.1.	Current expenditure	19880	159,532	155,877

*- the data are not comparable with the Law on Budget of 2011 in compliance with the Ordinance of the Ministry of Finance No. 616 (15.12.2011) on granting 80,000 Ls.

3. RESULTS OF THE SLS OPERATION AND EVALUATION THEREOF

The major results describing the operation of the SLS in 2011 are as follows:

- Maintenance of the cadastre items of the Cadastre Information System (including the maintenance and updating of the cadastral values of the real estate of the cadastre items in the Cadastre Information System), the number of items - 5.763 mill. or 102% of the planned volume (5.649 mill.);
- Maintenance of the data of the State Address Register (the number of addresses) - 1.346 mill. or 98% of the planned volume (1.378 mill.);
- Development of the base of cadastral values - 198 thous. or 104% of the planned volume (190.5 thous.);
- Preparation and issue of the cadastre references based upon the request by the subject to the payment of the state fee (number of references) - 25.4 thous. or 102% of the planned volume (25.0 thous.).

In 2011 the operation of the SLS was focused on the development of the information systems and e-services under the responsibility of the SLS, the simplification of procedures and the arrangement of the regulatory base. The SLS has improved the availability of the information at the data at the data distribution portal www.kadastrs.lv, offering to review the data by using single payments and introducing the possibility to pay for the services via the Internet bank and with payment cards.

In addition to the above, in 2011 the SLS will complete the implementation of the European Social Fund project "Improvement of the quality of the services provided by the State Land Service" that has resulted in the development of the customer service electronic manual which serves as a considerable facilitation and improvement to the work of the customer service consultants of the SLS.

In 2011 the SLS continued the implementation of the project co-financed by the European Regional Development Fund "Establishment of the geospatial information system of the geospatial data of the State Land Service" and the requirements for the system to be developed were defined and the procurement for the development and implementation of the system was carried out.

The development of the uniform specification and the implementation of the new software "MicroStationPowerDraft" which is one of the steps towards the implementation of the three-dimensional cadastre should be mentioned as an important achievement of the last year. In the result now in all the regional offices of the SLS the plans of buildings are drawn in a digital way according to uniform principles and utilising uniform tools.

In addition to the above in 2011 the SLS has introduced a new and progressive method in the training of the SLS personnel by using the remote training possibilities in online mode by means of the application of "Lync" software. Thanks to the possibilities offered by this system experts from various offices of the SLS can participate in e-workshops, thus saving both financial and time resources.

3.1 Cadastre Information System

The Cadastre Information System is among the most important national information systems as well as the biggest and most important system maintained by the SLS. The textual and spatial data on the real estates, cadastral parcels, buildings, groups of premises and shares of cadastral parcels comprised therein, their owners, legal possessors, users and lessors in the territory of Latvia are collected in the Cadastre Information System. Within the Cadastre Information System the Real estate market information database is maintained.

In 2011 the unified cadastre spatial data software KRIS GP has been implemented in the SLS and in the result the SLS has transferred from the file-based system of the maintenance of the cadastre map to the solution based on the unified database, the data exchange system has been improved by developing the web-based services for transmitting data to other national information systems in compliance with the guidelines of the Integrated national information system.

Within the Cadastre Information System the comprehensive arrangement of the data of the full technical inventory of the existing buildings has been done and in the result the data on 73 409 buildings have been arranged.

The number of items maintained in the Cadastre Information System

On 31 December 2011 approximately 5.7 Mill. cadastre items were entered in the Cadastre Information System (including real estates and the items comprised therein) and this is 0.1 Mill. above the level of 2010.

Table 7. The number of items maintained in the Cadastre Information System

Cadastre items	The number of items in on 31 December 2011	Items registered in 2011	Items deleted in 2011	Items updated in 2011
The total number of real estates including	1,342,897	15,873	3,704	440,699
Land properties	729,916	9,038	1,722	
Buildings properties	43,194	1,498	1,513	
Apartment properties	569,786	5,337	469	
Apartments privatised within the fast procedure	11,392	25	3,212	3,467
Cadastral parcels	995,441	7,910	2,614	141,454
Shares of cadastral parcels	7,278	433	258	395
Buildings	1,401,195	13,053	4,478	350,674
Groups of premises	1,950,673	107,111	4,171	126,123

The information on the items registered in the Cadastre Information System can be obtained from the "Land Report of the Republic of Latvia" developed by the SLS (see the SLS website, <http://www.vzd.gov.lv/home/publications/land-reports/?id=1055>) and from the "Review of the buildings of the Republic of Latvia (in Latvian, see the SLS website, <http://www.vzd.gov.lv/sakums/publikacijas-un-statistika/parskats/?id=852>).

3.2. Cadastral valuation

The maintenance and improvement of the unified system of cadastral (mass) valuation of real estate for the purpose of ensuring the determination of the cadastral values of real estates for the needs of the state, municipalities and public is among the tasks of the SLS.

As regards the cadastral valuation all the values have been reviewed and updated in compliance with the changes in the real estate market in 2011. The base of the values has been developed based upon the information about the transactions of the real estate market in 2010 and the first quarter of 2011. The real estate market in Latvia has stabilised as from the period of last six months of 2009.

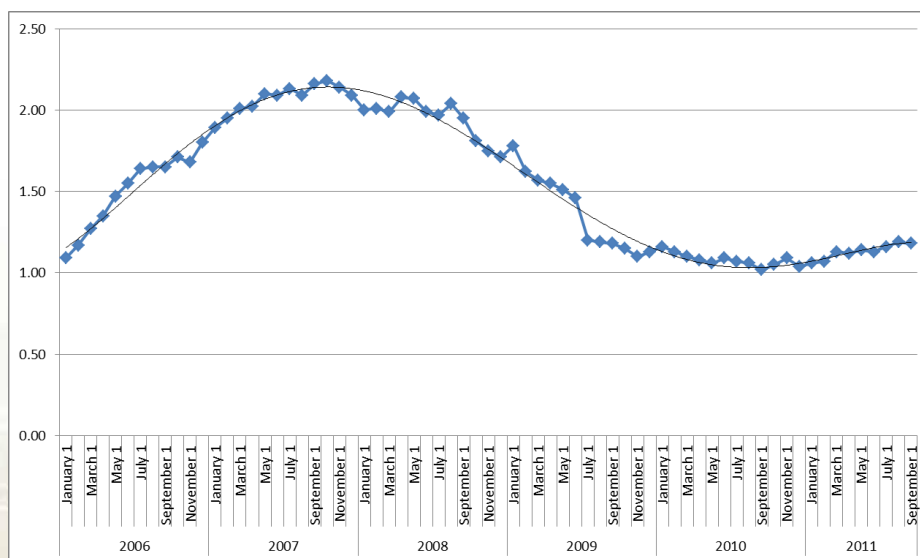


Figure 2. The trend of the development of the prices of real estate in the country in relation to the first six months of 2005

The major changes in 2012 in the developed database apply to the land used for residential buildings where the new zoning of the land has been developed as it had not been reviewed as from 2007, the time of the "pre-crisis building boom". 223 value areas have been established in the new zoning of values to divide the less developed territories from the arranged territories.

Table 8. Comparison of the total amount of cadastral values

The total amount of cadastral values	on 1 January 2011, Mill. Ls	on 1 January 2012, Mill. Ls	Change, %
Land	6,730.23	6,418.53	-5%
Buildings	12,029.76	12,079.68	0
Total	18,759.99	18,498.20	-2%

On 8 February 2011 the Cabinet of Ministers adopted considerable modifications in regulatory acts as regards the cadastral valuation of real estate. As from year 2012 the improvements in the valuation models entered into force; this applies to the surveying model of buildings and valuation models of both the construction and rural land. Also the valuation of housing premises has been considerably improved - this applies to both private houses and apartments. In addition to the indices that are surveyed in relation to all buildings and include the location of the building (value area), the building type, the physical condition (walls, foundations, ceilings, roof) and also encumbrances, the valuation model of

private houses provides for the additional surveying of the division of the floor area (external premises, basement, garage) and the level of commodities. As regards apartment and multifunctional houses the valuation model provides for the additional surveying of the type of use of various groups of premises (residential, office, commercial, common use, garages). As regards the group of residential premises according to the model the impact of the floor (first, basement) and the commodities, as well as the material of external walls (wood, masonry) have to be surveyed.

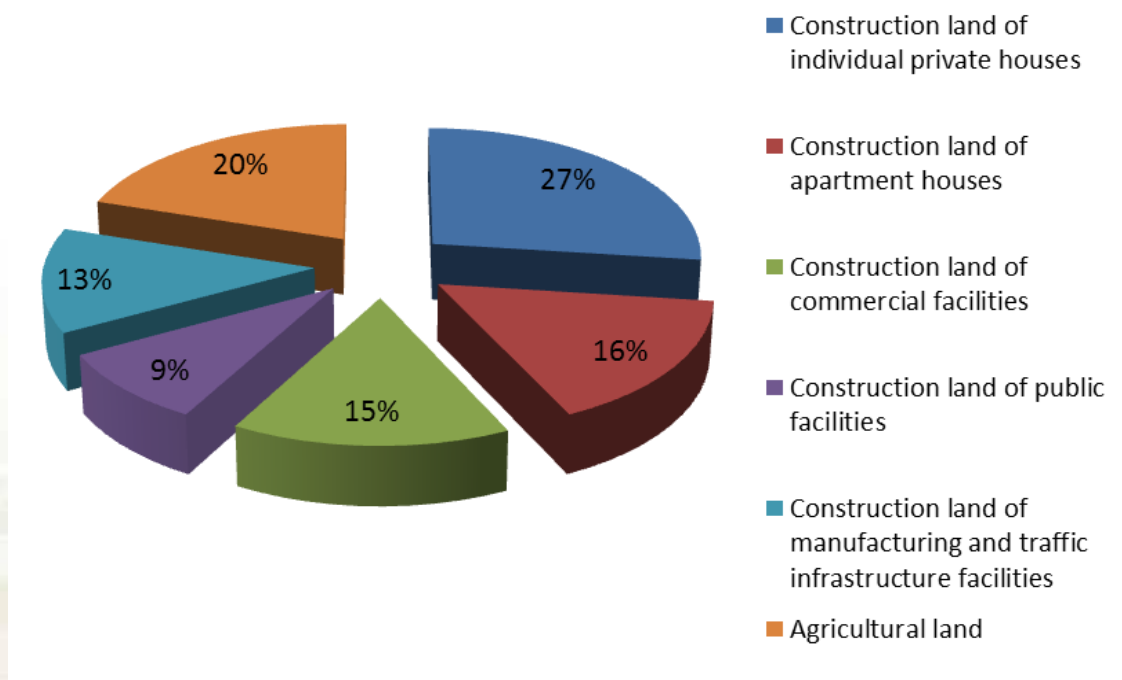


Figure 3. Percentage split of cadastral values of the land per groups as on 1 January 2011

The classification for the valuation of the building land has been supplemented for splitting the lands that are not used, i.e. the land plots with the building land status but no infrastructure in practice - no access road and no possibilities for constructing the power connection. Also the valuation model of rural land has been improved to be able to make more accurate surveying of the rural cadastral parcels where a large proportion is occupied by marchlands or bushes.

3.3. State Address Register

SAR is the national information system providing the computerised accounting for the items with addresses as textual and spatial data and the maintenance of the systematic list of addresses - the Addresses Classification - where the individual and permanent code has been allocated to each address. Addresses are registered with the SAR based upon the procedure prescribed by regulatory acts and the resolutions adopted by municipalities regarding the allocation of addresses.

In compliance with the registration data as on 1 January 2012 there were 1 346 139 items of addresses registered in the SAR and out of this number 829 916 or 61.65% are the addresses of the groups of premises, 491 553 or 36.52% are the addresses of buildings and cadastral parcels intended for construction and 24 670 or 1.83% are the names of streets, settlements, towns, parishes and counties.

On annual basis and in compliance with the regulatory acts or municipal resolutions new items of addresses are registered and the updating of the existing data is performed. 21 121 items of addresses were registered and 97 124 items of addresses were updated in 2011. In comparison to preceding years the number of items that were registered anew in the SAR has decreased in 2011.

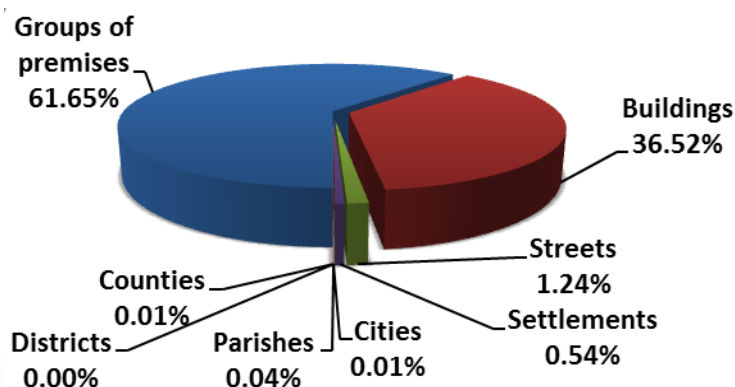


Figure 4. Division of items registered in SAR

Based upon the concluded agreement or the contract the SAR data were transferred to 17 national information systems and also to all the municipalities in 2011.

Preparation of the descriptions of boundaries

In compliance with the assignment defined in the Law on Administrative territories and settlements in 2011 the SLS commenced the work of preparing the descriptions of the boundaries of cities and countries and the approval with municipalities thereof. 59 descriptions of the boundaries of administrative territories were prepared and forwarded to municipalities for approval in 2011.

Cooperation of the State Address Register with municipalities and the arrangement of data

The Cabinet Regulation "Regulations on the system of setting addresses" have been developed for the purpose of defining uniform basic principles of setting addresses and the procedure of setting addresses in the country to ensure that anybody is able to easily locate the relevant site based upon the address. SAR experts carried out systematic work for ensuring the quality of the address data and the compliance of the names and numbers of the address items with the requirements of regulatory acts; in the result the requests for providing or updating data were prepared and forwarded to municipalities concerning missing addresses in the SAR IS and addresses not compliant with the regulations, as well as the sites that were not possible to identify in cartographic materials.

The spatial data of SAR are used by various authorities and companies, including the emergency services. For the purpose of ensuring that address sites can be quickly and clearly located in the country the SLS has to provide the display of all the sites of registered addresses that are entered in the textual part of SAR in the map, the Register database maintaining the coordinates of the site. In 2011 in the result of the improvement of the quality of addresses the number of buildings that were not displayed spatially in the SAR has been reduced by 50%. As on 31 December 2011 the spatial display covered 96% of the buildings entered in the text part.

Settlements where no buildings are registered

The valid regulatory acts prescribe that the status of the settlement is granted and cancelled by the county council in compliance with the territory planning of the local municipality defining the boundaries of the settlement and providing the justification for creating the settlement. As on 31 December 2011 there were 7267 settlements that were registered in SAR.

In 2011 the SLS sent information on 530 settlements with no registered buildings to municipalities. Most of these settlements are located in Latgale. Municipalities liquidated a certain proportion of these settlements and as on 1 January 2012 there were 368 settlements with no registered buildings in the SAR IS.

3.4. Performance of the works related to the completion of the land reform

The completion of the land reform, the adoption of resolutions concerning the acquiring of land for payment and restoration of the ownership rights, as well as the review of the claims of the former land owners regarding the land intended for the completion of the land reform present an essential function of the SLS.

3.4.1. Transfer of land into ownership for payment and buying land

For the purpose of ensuring the maintenance of the claims of buying the land provided for use in rural areas the SLS continues to supervise and administrate the RLPR. In 2011 the RLPR included only the area of the land plots restored or granted to the former land owners or their heirs exceeding the land area to which the ownership rights had to be restored and the permitted off-line limits in the cadastral surveying of land.

Until 1 January 2012 the RLPR contained information on 72 299 claims for buying out the land. Totally 111 363 cadastral parcels with the total area of 454 490 ha were claimed for buying out. During 2011 60 cadastral parcels with the area of 89 ha were claimed for buying out.

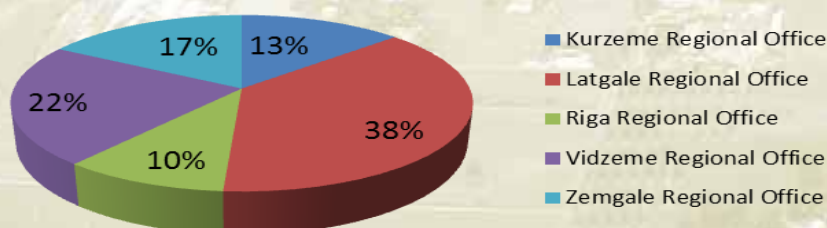


Figure 5. The percentage split of buying out claims entered in the RLPR per the regional offices of the SLS as on 1 January 2012

On 1 June 2011 the Law "Amendments to the law on completion of the privatisation of the state and municipal property and the use of privatisation vouchers" entered into force stipulating that the buyers of rural land who had transferred their privatisation vouchers for the land to be obtained into ownership until 1 September 2008 and who had submitted the boundaries plan of the land claimed for buying out for the registration with the Real Estate National Cadastre Information System until 31 August 2010 could submit the application for the decision on the transfer of the land into ownership for payment to the SLS until 31 August 2011. 147 persons used this opportunity regarding 175 cadastral parcels.

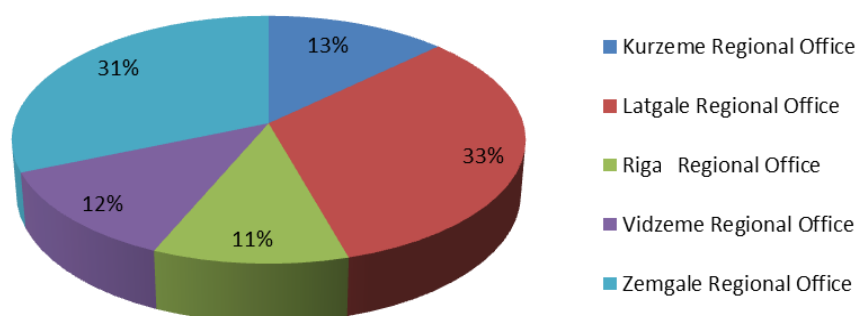


Figure 6. The percentage split of the received claims by the buyers of the land per regional offices of the SLS from 1 June 2011 until 31 August 2011

According to the above amendments the buyers of the rural and city land who had not managed to conclude the land buy-out (purchase) contract with the VAS "Latvia Mortgage and Land Bank" could do this until 30 December 2011. During the period from 1 June 2011 to December 2011 buy-out (purchase) contracts with 529 entities regarding 77 cadastral parcels with the area of 2,590 ha were concluded by the JSC "Latvia Mortgage and Land Bank".

3.4.2. Review of the claims by the former landowners regarding the land intended for the completion of the land reform

Until May of 2011 the National level land reform completion commission of the SLS continued the review of the claims by the heirs of the former land owners of the first priority level commenced on 15 July 2010. Totally 15 meetings were held during which out of the claims submitted by 91 applicants of the national level first priority category regarding the land with the total area of 1455.46 ha intended for the completion of the land reform:

- the claims by 87 applicants concerning the selected cadastral parcels were reviewed;
- the lotteries were organised regarding 65 cadastral parcels;
- the schemes of the boundaries of 309 cadastral parcels were prepared (with the total area of 1521.3 ha).

In the result of the work carried out by the National level land reform completion commission the applicants agreed to the restoration of the ownership rights to 289 cadastral parcels fully recovering the ownership rights to the inherited land in this way.

In April 2011 the Local municipal and regional level land reform commissions of the SLS commenced the work regarding the review of the claims by the second and third priority level applicants to the land intended for the completion of the land reform.

In 2011 the claims by 35 second priority category applicants to the land intended for the completion of the land reform were reviewed. In July 2011 the National level land reform completion commission reviewed one selection made by the second priority applicant concerning two cadastral parcels with the area of 0.8 ha and 2.58 ha. Totally the ownership rights of 24 second priority applicants to 37 cadastral parcels with the area of 261.72 ha were recognised, 11 of the applicants refused their claims to 89.14 ha of land. The Commissions concluded their work regarding the review of the claims by the second priority applicants in November 2011.

In April 2011, the review of the claims also by 594 third priority level applicants on the level of local municipalities and regions was commenced.

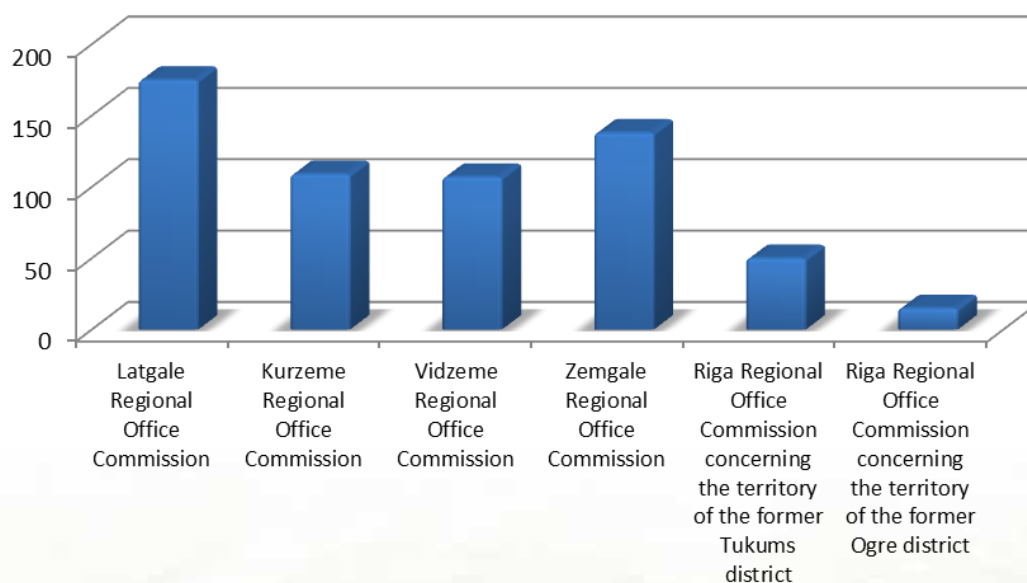


Figure 7. The split of the number of the third priority level applicants per land reform completion commissions of the regional offices of the SLS

Until the end of 2011 the work regarding the review of the claims by the third priority level applicants was concluded by the local municipal and regional level commissions of the former Tukums district, Kurzeme, Zemgale regions. The local municipal and regional level commissions of Vidzeme, Latgale and the former Ogre district plan to conclude the work regarding the review of the claims by the third priority level applicants in the spring of 2012.

Information to the former owners or their heirs concerning the process of the completion of the land reform in rural areas and the available land intended for the completion of the land reform is published at the website of the SLS (see <http://www.vzd.gov.lv/zemes-reformas-pabeigsanai>, in Latvian)

3.5. Demarcation of the Latvian-Russian border

In compliance with the agreement between the Republic of Latvia and the Russian Federation regarding the border of Latvia and Russia, for the purpose of identifying and marking the border in nature the Joint Demarcation Commission of Latvia and Russia has been established and given the assignment to develop and approve the procedure of the demarcation of the state border, to identify the accurate borderline in nature, to install the border signs, to draft the border demarcation documents. As from the end of 2009 the Commission has commenced successful work and also two representatives of the SLS are working within the Commission and participated in 3 meetings in 2011.

For the purpose of securing the demarcation of the state border of Latvia and Russia, which is an issue of special national importance, the SLS organised the survey and restoration of the boundaries of the cadastral parcels located within the border area as this is one of the stages required for securing the border demarcation.

Totally 178.9 km were surveyed and measurements were done, as well as the required documentation was prepared for developing the conclusions regarding the status of the borders and alienation proposals.

3.6. Maintenance of the topographic information of high detailed elaboration

In compliance with the Geospatial Information Law Geospatial and the By-laws of the SLS, the SLS accepts, collects and issues TIHDE (topographic data of the scale 1:500) maintaining its central database.

The TIHDE data are provided to the SLS by certified surveyors and local municipalities. The SLS concludes contracts on data exchange with the local municipalities that are maintaining the topographic data on the scale of M 1:500 by themselves. On 31 December 2011 there were 93 local municipalities who were transferring the data to the TIHDE central data base within the data exchange arrangement. For 24 local municipalities the SLS maintained the TIHDE data and carried out the verification of the information submitted by surveyors.

The TIHDE data are stored in the digital way in the software Bentley *.dgn format in separate files according to the map sheet nomenclature of the scale 1:1000 of the Latvian topographic map system of 1993. The collected topographic data are used for the professional activities by licensed and certificated surveyors, the holders of engineering communications, municipalities and other interested persons.

39,502 nomenclature map sheets were stored in the database as on 31 December 2011 and during 2011 178,957 updates were done to these. The contracts on regular receipt of services have been concluded by the biggest holders of engineering communications in Latvia - JSC "Latvenergo" and JSC "Latvijas gāze".

3.7. The project of establishing the geospatial information system

In 2011 the SLS continued the implementation of the project co-financed by the ERDF "Establishment of the geospatial information system of the geospatial data of the State Land Service". This project provides for the development of the unified system of entry, storage and processing of geospatial information of the SLS ensuring the migration of the existing stored information to the new system, as well as to ensure the provision of e-services related to geospatial data to residents and businesses and to develop the information services for transferring geospatial data to other organisations who require the information available to the SLS for the performance of their functions.

The project was commenced at the end of 2009 and it is planned to complete it in 2013. Within the framework of the implementation of the project in 2011 the SLS has signed the procurement contract with "FMS" on the development and implementation of GIS software, one of several planned procurements on the purchase of the required technical provisions - servers and other technical resources required for operating the software - has been implemented, the work has been commenced on the development of the documentation for the procurement of GIS standard software and the documentation for the procurement of the standard software for the database management system, the cooperation with the experts of the project field has been continued, i.e. "AA Projekts" who provide conclusions during the implementation of the project regarding the technical and organisational issues of the project implementation.

4. SERVICES PROVIDED BY THE SLS

In 2011 the SLS offered a broad scope of services (80 services), including the preparation of the valuation, data registration and updating, preparation of the cadastral surveying information of buildings and groups of premises and registration, as well as prepared conclusions and decisions, issued attestations on ownership rights, prepared and issued information from information systems. The descriptions of services are available at the website of the SLS and also in the catalogue of services of the portal www.latvija.lv.

The services provided by the SLS are available at 28 customer service centres throughout the territory of Latvia. The customer service is provided by 76 customer service consultants. Along with the changes in regulatory acts, technologies and more frequent provision of e-services within e-environment in 2011 the SLS expanded the possibility of submitting applications and receiving services in a remote manner using the information and communication technologies.

4.1. Major services provided by the SLS

Table 9. Major services, their revenues and volume

Services	Revenue, Ls	The number of requests
Cadastral surveying of buildings	2,059,102	13,906
Data registration with NRECIS	530,828	9,960
Data registration in other data bases	126,434	8,802
Data updating with NRECIS	389,751	14,941
Information requests from NRECIS	547,460	20,714
Instances of single data review in the portal www.kadastrs.lv	12,183	4,595
Portal www.kadastrs.lv	476,777	775 authorised users
Provision of other types of information available to the SLS	24,384	3,462
Information from the archive materials	58,559	10,009
Valuation of the real estate	9,675	367
Development and preparation of resolutions	21,196	932
Preparation of statements	39,117	1,729

Data registration and updating

The registration of the real estate or an item of real estate or the updating of the data thereof in the Real Estate National Cadastre Information System ensured the reliability and the topicality of the data of the Cadastre Information System supervised by the SLS and this is important for every resident of Latvia - both for those who want to receive updated information about real estates for carrying out various transactions from the SLS and any subject of the cadastre.

In 2011 based upon the applications by customers the SLS has registered 25 thous. new cadastre items and this is 12% above the level of 2010; it has also updated the data on 29.5 thous. cadastre items and this volume, similarly to the number of registered items, has increased by 12% in comparison to 2010.

The cadastral surveying of buildings and groups of premises

The main objective of the cadastral surveying of buildings and groups of premises is to obtain current indices describing the building or the group of premises. The data that are obtained in the result of the cadastral surveying of buildings are collected in the Real Estate National Cadastre Information System and used for the purpose of assessing the cadastral value, management of buildings and groups of premises, development of construction projects, planning the construction in territories, etc.

In 2011 the SLS has performed the cadastral surveying of 15,432 sites and 70% of these were buildings, 26% were groups of premises and 4% were engineering structures. In comparison to 2010 the number of sites where the cadastral surveying has been done has increased by 7% and this can be explained by positive trends on the real estate market.

For the purpose of encouraging the electronic exchange of information the SLS offers the issuing of the building files prepared in the result of the cadastral surveying to customers not only as printed documents but also electronically. Also in 2011 the SLS introduced the offer of a new service - the preparation of the electronic spatial data of buildings or groups of premises based upon the archive materials and this service has been gaining increasing popularity among customers.

4.2. Provision of information and data dissemination services

The SLS offers its customers to receive information from the national information systems administered by the SLS: the Cadastre Information System, the State Address Register, the Central Database of the Topographic Information of High Level of Detail and the SLS Archive.

For the purpose of ensuring the compliance with the good administration principles in the provision of public services the data stored in the SLS are provided to municipalities and state institutions for the performance of their functions free of charge within the framework of cooperation.

Issue of data from the Cadastre Information System

The SLS prepares the information from the Cadastre Information System on the real estate and the items comprised therein. The information is used for ensuring the rights of the cadastre subjects and professional activities of the businesses and natural entities, for planning the development of industries, adoption of strategic resolutions and other purposes.

According to the procedure defined by Section 85 of the Law on Cadastre the cadastre subject is entitled to request and receive free of charge the current cadastre data on all his real estates once a calendar year for all the estates at the same time. In 2011 the cadastre data were prepared, signed and issued on the spot by the customer service consultant to the customers who came to the SLS.

A reference of the cadastre is prepared for issuing the current information on the relevant real estate in the form of a document (ownership and composition, registration of title, the value in the cadastre, the basic data of the land unit, building, group of premises, the encumbrances, the prohibitions of alienation, the attached spatial data with the exception of the apartment properties).

The order from a person is accepted at any customer service centre irrespective of the location of the cadastre site and as from 1 March 2011 the customer service consultant prepares and issues the reference on the spot.

Data from the SLS Archive of documents

The SLS ensures the possibility to get acquainted with the documents available in the archives of the SLS and to receive extracts thereof (copies or extracts). As on 31 December 2011 the SLS administered 13 storages of the archive documents where approximately 3.4 Mill. archive files were stored. The total circulation of files in the SLS Archive amounted to 307,496 files.

4.3. E-services

In 2011 the SLS expanded the possibilities of requesting and receiving services remotely by using information and communications technologies.

4.3.1. E-services within the unified portal of the state and municipal e-services www.latvija.lv

In 2011 the SLS provided the data for e-services available on the Latvian national portal www.latvija.lv.

Within the framework of the e-service [„Persons declared at my property”](#) the person could learn the information on persons who had declared their place of residence at his/her property. Within this service the SLS provided the data from the Cadastre Information System and SAR and this was done in cooperation with the Population Register and Land Register.

By using the e-service [Electronic declaration of the place of residence](#) the person could declare his/her place of residence electronically. For this e-service the SLS provided the e-service for the search of addresses and the feedback result was transferred to the Population Register.

By using the e-service [„My data in the cadastre”](#), the person could receive the list of real estates owned by him/her from the Cadastre Information System and a free of charge print-out as a pdf document on each of them in compliance with the procedure provided for in Section 85 of the Law on the National Real Estate Cadastre.

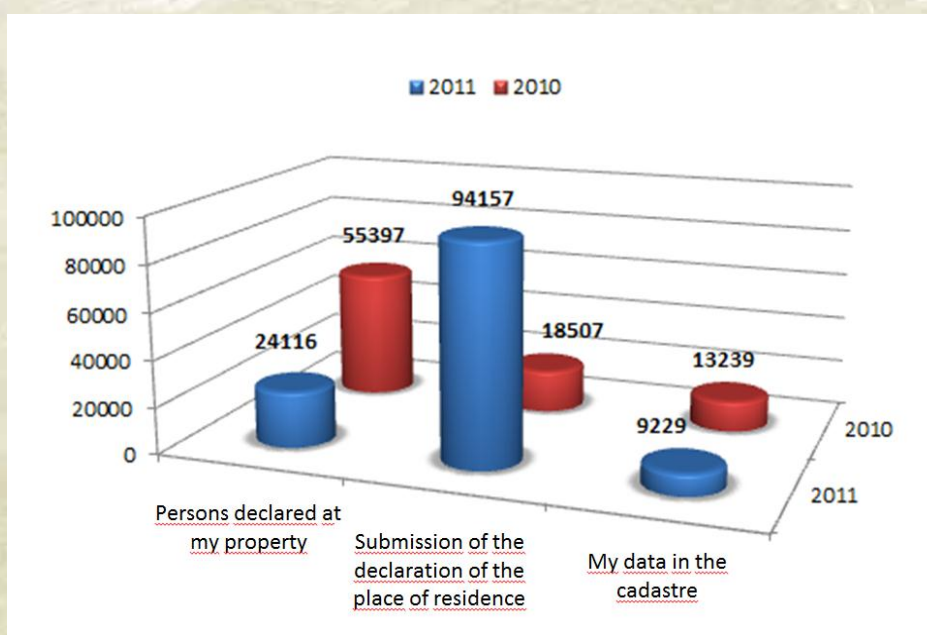


Figure 8. Comparison of the statistics on the use of the e-services "Persons declared at my property", "Submission of the declaration of the place of residence" and "My data in the cadastre" in 2010 and 2011

4.3.2. The e-services of the SLS in the data publication portal www.kadastrs.lv

There is a possibility to review the current cadastral text and spatial data available to the SLS electronically at the portal www.kadastrs.lv - on any real estate or the cadastre item (land unit, building, group of premises).

In the publicly accessible section of the portal the information on the real estate or the cadastre item (cadastre numbers/ denominations, addresses/ names, cadastral values, zoning and base values) is available free of charge.

In 2011 the possibilities to have a detailed overview of the textual and spatial data published on the portal and available at the section of the portal requiring authorisation for a fee have been improved. For the purpose of making the services at the portal www.kadastrs.lv more accessible to customers the SLS has expanded the payment possibilities for single settlements in 2011. Until May 2011 customers could pay for a single overview of the data at the portal exclusively by using the electronic payment via SMS in the system Mobilly, and as from May the users of the Internet banks of Citadele, SEB, Swedbank, Norvik and DnB banks and any customer in possession of a bank payment card can make direct settlement. Along with the expansion of the possibilities the demand for the services has increased rapidly, and in 2011 this service has been used for more than 6400 times which is twice the volume of 2010 when the single data overviews amounted to 3160.

If the data available to the SLS are required on long-term or regular basis the contract on the subscription of the Portal services is a more suitable solution. 175 new contracts on the use of the portal www.kadastrs.lv were concluded in 2011 and the number of contracts in force as on 31 December 2011 was 341.

4.3.3 Development of e-services

In 2011 the SLS intensified the work for the development of e-services to promote the development of efficient, economic, transparent and democratic state administration, including the promotion of the development of the administration services. By making services electronic the SLS has been optimising its operational processes in 2011 and has ensured the provision of higher quality services to residents and businesses.

E-services to the providers of surveying services

For the purpose of the cooperation with the providers of the land and building surveying services in ensuring the receipt of the required services the SLS has introduced the electronic circulation of documents in 2011 using the portal www.kadastrs.lv and electronic mail. By concluding the contract with the SLS on the cooperation for providing the surveying works the possibility to request and receive information is provided by means of downloading it at the portal www.kadastrs.lv, and also the possibility of the data exchange by using the electronic mail addresses specified in the contract is provided by envisaging additional mutual exchange of electronic documents by using the electronic signature.

151 contracts with businesses and certified surveyors providing surveying services have been concluded in 2011 and this volume covers approximately 98% of the persons employed in this field.

Within the framework of the contract in 2011 the SLS prepares the conclusion on the graphic part of the land utilisation project electronically and signs the conclusion with the secure electronic signature and time stamp and sends it to the developer to the specified electronic mail address. More than 1.5 thousands conclusions on the graphic parts of the land utilisation projects have been issued in 2011. In comparison to 2010 the volume of the services provided in relation to the graphic parts of the land utilisation projects has increased by 11%.

The topographic information (nomenclature map sheets) required for the topographic surveying and actual measurements was prepared by the SLS and sent to customers, and the SLS also performed the verification of the compliance of the topographic information submitted by the customer with the data of the Cadastre Information System within one business day. In cases when the SLS is administering the topographic information database of the relevant municipality the verification and registration of the topographic information (the certainty of the scale 1:500) is done within two business days.

For the purpose of reducing the administrative burden and shortening the completion term of orders in cases when non-compliances with the data of the Cadastre Information System or errors have been detected in the file with the topographic information of high level of detail submitted for the verification or registration and this prevents its registration in the data base the SLS no longer was preparing administrative acts, but forwarded the file without the electronic signature to the provider of the surveying services pointing out the discovered errors and non-compliances.

E-services for the developers of detailed plans

Requests for the receipt of conclusions regarding the detailed plans were submitted by businesses who had developed the relevant version of the detailed plan or municipalities. As from 2011 the SLS has been preparing the conclusions on the versions of the submitted detailed plans electronically and signing them with the secure electronic signature and time stamp. The SLS sent the conclusion on the submitted detailed plan to the developer of the detailed plan and municipality as an electronic mail attachment. By changing the conditions of the provision of services in 2011 the possibility was found to reduce the necessity for the developers of the detailed plans to come to the SLS again for the receipt of the conclusion, and municipalities are notified on the conclusion issued by the SLS earlier. 152 conclusions on detailed plans were evaluated and prepared in 2011.

E-services to state authorities and municipalities

The documents that have to be sent to municipalities and state authorities are prepared by the SLS and electronically signed with the time stamp or without it and sent to the electronic mail address. In 2011 the SLS offered the possibility of preparing the conclusions on the version of the submitted territory plan (or its amendments) electronically, signing them with secure electronic signature and sending to the local municipality by e-mail to municipalities. The service was provided free of charge and 30 municipalities received it in 2011.

E-services to the administrators of insolvency proceedings

As regards the administrators of insolvency proceedings the SLS offers to conclude the agreement according to which the electronic documents signed with the secure electronic signature without the time stamp can be submitted and received by electronic mail.

108 agreements with the administrators of insolvency proceedings have been concluded in 2011.

E-services of the Cadastre and Addresses Register spatial data

In 2011 the SLS has developed 8 e-services for the review of the cadastre spatial data sets and review and downloading of the SAR spatial data sets. The services have been developed so that every interested person could connect the Cadastre map and the SAR spatial data sets as the background data layer to the geospatial data available to him by using one or several e-services. So the customer can obtain additional information required

for the preparation of the spatial data of the boundaries of territories and the descriptions of boundaries for the development of the global positioning system (GPS) or logistics systems, maps, municipal and detailed plans, forest utilisation plans, forests assessment maps, the maps of nature reserves and landscape reserves and setting their boundaries, the development of the environment protection and pollution maps, the graphic depiction of various communication networks and industrial sites, etc.

This service is new and the SLS gradually commenced its dissemination in 2011 by offering it to the customers as one of the possibilities for receiving and using the data available at the SLS. Thus two agreements have been concluded in 2011 on the receipt of the Cadastre spatial data, one agreement on the receipt of the Cadastre text data and one agreement on the receipt of the SAR boundaries of administrative territories with ortho-photo background.



5. INTERNATIONAL COOPERATION

International cooperation is important for the SLS for ensuring successful implementation of various EU initiatives and obtaining knowledge on the opportunities for the development of the registers and the services of information provision within the era of rapid development of information technologies. In 2011 the SLS intensified the international cooperation in all the directions - by cooperating with similar institutions of other countries and also by participating in international professional organisations and international seminars and conferences.

The Estonian National Land Board, the Lithuanian State Enterprise Centre of Registers, The Swedish mapping, cadastral and land registration authority and the National Land Survey of Finland are the major international partners of the SLS.

In the course of strengthening the cooperation with National Land Survey of Finland the SLS signed the mutual Memorandum of Understanding thus creating a common understanding on the cooperation of the institutions during next years.

For the purpose of promoting the transfer of best practice to foreign colleagues in 2011 the SLS accepted visits of the delegations from South Sudan and the National Land Survey of Finland; the SLS personnel had a possibility to go for an experience exchange visit to colleagues in Estonia. The objective of this visit was to get acquainted with the Estonian experience regarding the establishment of the information system on protective areas and encumbered territories as well as the application of the requirements of INSPIRE directive in the work process.

For the purpose of promoting the taking-over of the best practice from foreign colleagues in 2011 within the framework of the Nordic-Baltic Mobility and Network Programme for Public Administration 2009-2013 the SLS personnel participated in the exchange visits to the Swedish mapping, cadastral and land registration authority and the National Land Survey of Finland. In order to reduce the administrative burden in Latvia during the visits the experts discussed the optimisation of the real estate registration procedures and the development of registers and digital archives.

The SLS took active part in the work of two international organisations on the European scale - the Permanent Committee on Cadastre in the European Union and the EuroGeographics uniting the cadastre, land registers and cartography institutions of the European countries.

Within the EuroGeographics the SLS participated in the project EuroBoundaryMap where 35 countries participated. The main objective of this project was to accumulate the text and spatial data on the boundaries of administrative territories on the scale 1:100 000. In compliance with the concluded agreement the SLS provides information on the changes in the administrative division of the Republic of Latvia comprising the text and spatial information on the boundaries of the administrative territories - the vector data of boundaries, the information on the names of administrative territories and the information on the classification codes of statistic territorial units (NUTS).

In 2011 the SLS personnel participated in five international seminars and conferences abroad gaining additional knowledge and sharing their experience.

- In the seminar "The valuation of the real estate on the basis of the market values for the taxation purposes: conclusions drawn from the foreign experience" in Slovenia the SLS personnel gained the knowledge on the solutions of taxation issues in cases when the cadastral values of real estate increase due to the high market prices of real estate; also the topics about the most efficient way for obtaining current data required for the valuation, the surveying of the sites where it is difficult to obtain market information, for example, the territories of ports, were discussed.

- In the 2nd International Workshop on 3D Cadastres in the Netherlands, Delft organised by the International Federation of Surveyors, the European Spatial Data Survey Network and Delfta University of Technologies the SLS personnel acquired information on the legal, technological and organisational aspects and prototypes regarding the 3D cadastre; the experience obtained at the seminar will help the SLS personnel to start the development of the 3D cadastre;
- The SLS experts participated in the international Symposium in Austria "Cadastre 2.0" organised by the International Federation of Surveyors and in this symposium the SLS obtained information on topical issues in the development of the cadastre area, challenges regarding the ensuring of the currency of the cadastre data and participated in discussions regarding the future cadastre vision and the possibility to engage the society in the updating of the information;
- In the seminar "Land market within the context of ensuring free capital movement" organised by the Technical Assistance and Information Exchange instrument managed by the Directorate-General Enlargement of the European Commission and the Ukraine Land Resources Committee the SLS representative presented the report concerning the experience of Latvia regarding the procedures of maintaining the purpose of utilisation of the agricultural land in case of the alienation of land and the report on the requirements to the buyers of agricultural land and the preemptive purchase rights to agricultural land;
- The SLS experts participated in the conference "National registration systems of the cadastre data and the real estate title: Establishment, development and improvement" organised by the Russian Cadastre National Registration and Cartography Federal Service. During the conference the SLS got acquainted with the achievements of the neighbouring countries in the development of the cadastre and data dissemination information systems paying special attention to the establishment of the 3D cadastre and the merging of the cadastre and ownership rights registration systems and the establishment of the joint registration system of real estates. The SLS representative presented the report "Improvement and unification of informational systems for simplification of the property registration procedure".

6. PERSONNEL

In the beginning of 2011 there were 890 positions approved in the SLS. In the beginning of the year 812 persons were employed and at the end of the year this number was 761 including 60 state officials. The actual mean number of employed persons during the report period amounted to 787.

The personnel rotation rate in the SLS was 0.26. The highest personnel rotation was in Riga where the personnel rotation rate amounted to 0.33; in other structural units outside Riga the personnel rotation rate was 0.21.

In 2011 75 persons were employed and 130 persons were dismissed in the SLS.

In 2011 the SLS announced 29 competitions for vacancies and 3 of these competitions were terminated with no result. Totally 584 job applications were received in the competitions and 167 personnel selection interviews were held.

The gender and age structure of the personnel of the SLS: As of the end of the year 587 females and 174 males were employed at the SLS, the number of females being 3.37 times above the number of males. The mean age of the SLS personnel is 43.9 years.

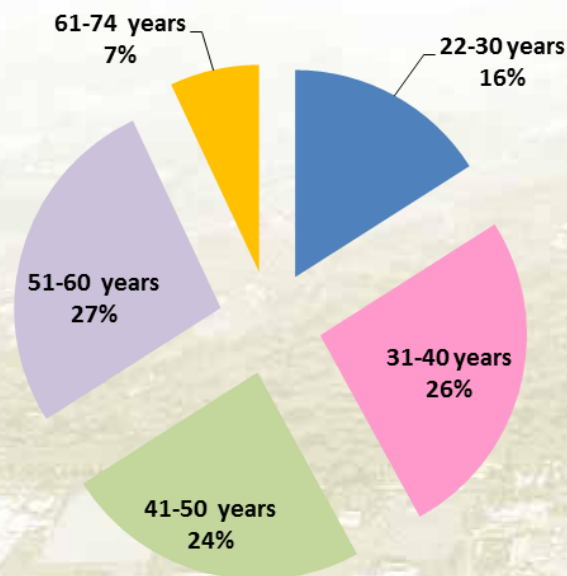


Figure 9. The split of the personnel in age groups

In comparison to the preceding report period the number of personnel within the age group from 22 to 30 years has decreased by 2.4%, in the other age groups the number of personnel has increased.

73% of the SLS personnel have higher education and 34% of them have graduated from the Agriculture University of Latvia, 18% from the University of Latvia, 17% from Riga Technical University and 31% from other educational establishments. 15.6% of the SLS personnel have higher education in the speciality of the land utilisation.

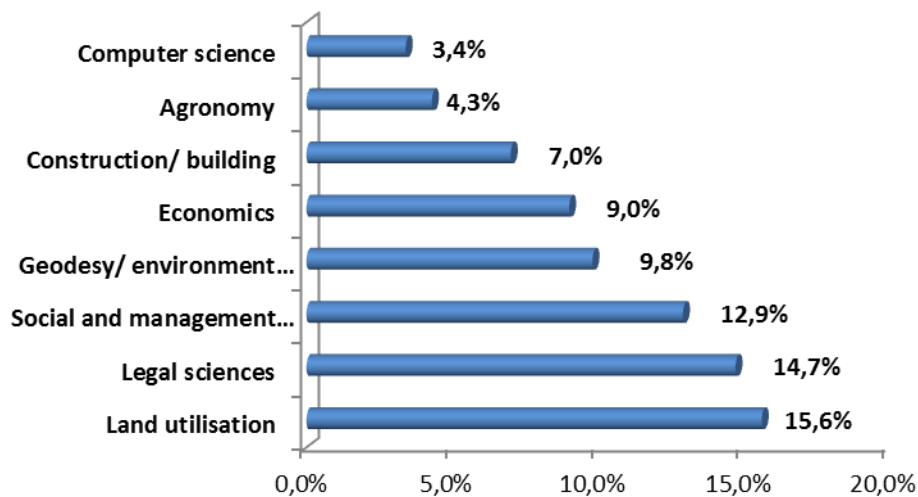


Figure 10. Major areas of education for higher education

For the purpose of ensuring more efficient performance of the tasks set for the SLS and achievement of the goals in 2011 the SLS has sent its employees to 73 trainings organised by training centres, 204 persons have been trained inside the SLS in cooperation with the Corruption Prevention and Combating Bureau, 178 persons were trained in cooperation with the Ministry of Environment Protection and Regional Development, the training topics were "Compliance with good administration principles in the provision of public services" and "The guidelines for preparing and circulation of electronic documents". 86 customer service experts were trained within the ESF project "Improvement of the quality of the provided services". Totally during the report period the personnel attended 28 different training courses and workshops.

Along with the modifications in regulatory acts and introduction of new software the SLS branch departments have carried out several internal trainings of the experts of the cadastre, cadastral surveying of buildings and customer service of the regional offices. In addition to the above in 2011 the SLS has introduced a new and progressive method in the training of the SLS personnel by using the remote training possibilities in online mode by means of the application of "Lync" software.

In 2012 the improvement of the qualification of the SLS personnel will be continued as well as the integration of new employees in the work environment, new experts will be attracted in cooperation with universities.

7. PUBLIC RELATIONS

In 2011 the SLS engaged in active cooperation with mass media explaining the topical issues to the public concerning both changes in the legislation and the work of the SLS. The daily communications with mass media were ensured by the personnel of the Ministry of Justice, however the leading experts of the SLS gave interviews and replied to the questions when the mass media representatives approached the SLS directly and asked to provide information.

Most publicity regarding the topicalities of the SLS was achieved on the news of news agencies BNS and LETA, the information of the SLS was also often published on the portals www.apollo.lv and www.tvnet.lv – in the sections of real estate. As regards the printed media the information provided by the SLS was most often published in newspapers "Dienas Bizness" and "Lauku Avīze".

Daily topical information, including Press Releases, various notices on changes in procedures and other news important for customers are published on the website of the SLS www.vzd.gov.lv.

In 2011 the SLS prepared and published three information brochures: „Addresses and names”, „Cadastre numbers and denominations”, „Information on the portal www.kadastrs.lv” The brochures are available at the customer service centres of the SLS and their electronic versions are published at the website www.vzd.gov.lv.

In 2011 the SLS continued the cooperation established earlier with the professional and non-governmental organisations of the areas of its operations - the Association of Surveyors of Latvia, the Association of Cartographers and Geodesists of Latvia, the Association of the Assessors of Latvia, the Latvian Association of Local and Regional Governments and other non-governmental organisations.

Reports prepared by the SLS

Various statistics reports and information prepared by the experts of the SLS have been published at the SLS website on regular basis in 2011:

- the index of the change of the real estate market prices;
- the real estate market of Latvia - statistics data;
- Land report of the Republic of Latvia;
- the review of the buildings of the Republic of Latvia;
- the review of the State Address Register;
- the review of the cadastral parcels included in the Register of buy-out of the rural land and the cadastral parcels included therein with a condition;
- the buildings registered with the national cadastre information system of the real estate and not existing in reality;
- the weighted average points score of the agricultural land of the rural territories;
- the price indices determined on the basis of the actual status in the market data base of the national cadastre system of the real estate;
- the total amounts of the cadastral values of lands per municipalities (2005-2009);
- the information from the national cadastre information system of the real estate concerning the weighted average quality assessment of the agriculture land of the territorial units;
- the cadastral values of the land, buildings and engineering constructions in 2011 from the viewpoint of the national administrative territories;
- the cadastre items registered in the national cadastre information system of the real estate;
- the number of items in the State Address Register.

8. MAJOR PLANNED MEASURES IN 2012

The priorities of the operation of the SLS in 2012 have been set for the purpose of encouraging the achievement of the goals of the EU and Latvia in the move towards the e-administration and creation of the digital society, for the purpose of contributing to the development of innovation and economic development by proving the efficient system of updating the data collected in the registers, the availability of the content accumulated in the information systems by improving the performance of the various information systems.

The major tasks of 2012 are as follows:

- The implementation of the project co-financed by the ERDF "Establishment of the geospatial information system of the geospatial data of the State Land Service";
- The establishment of the digital archive of documents and procedures of digitalisation of documents;
- The development of the concept for the improvement of the cadastral valuation system and the provision of the update of the cadastre data;
- The ensuring of the completion of the land reform including the completion of the process of buying the land, the organisation of the process of renewal of the ownership rights to the land included in the process of the completion of the land reform for approximately 300 applicants and the organisation of the take-over of the documents of the city land commissions;
- the improvement of the data quality in NRECIS and SAR IS for providing the updated and accurate information on the real estates in the country to the public;
- the arrangement of the data on auxiliary buildings in NRECIS for the purpose of providing high quality data to municipalities for the needs of the administration of the real estate tax;
- the reduction of the terms for the provision of services and the improvement of the customer service quality including the development of e-services and the simplification of the procedure of applying for and the receipt of services;
- securing the approval of the descriptions of the boundary of administrative territories with municipalities and preparation for approval by the Cabinet of Ministers.