ADMINISTRATIVE-FINANCIAL INFORMATION SERVICING AND INTERNATIONAL COOPERATION
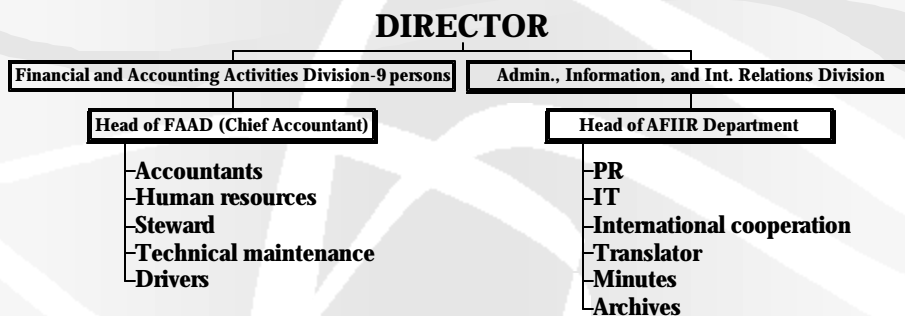
SEVASTIANNA GRIGOROVA
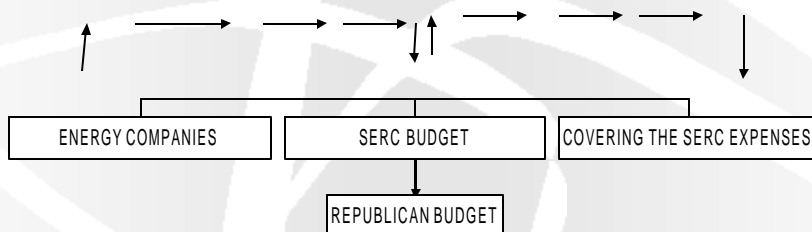
SOFIA, 23-27 SEPTEMBER 2002

Structure of the AFISIC

DIRECTOR

Financial and Accounting Activities Division-9 persons	Admin., Information, and Int. Relations Division
Head of FAAD (Chief Accountant)	**Head of AFIIR Department**

Accountants	**PR**
Human resources	**IT**
Steward	**International cooperation**
Technical maintenance	**Translator**
Drivers	**Minutes**
	Archives

SERC BUDGET

- As of 2003 SERC for the first time will be able to put together its own budget as a first rank budget holder – the revenues in this budget will be formed by the license fees of the energy companies

| ENERGY COMPANIES | SERC BUDGET | COVERING THE SERC EXPENSES |

REPUBLICAN BUDGET

FINANCIAL AND ACCOUNTING ACTIVITY
SERC BUDGET

- **In performing the overall accounting activity of SERC software products are used which allow for a direct link with the Ministry of Finance - as of 2003 there will also be accounting in real time**

- **From the setting up of SERC till now checks have been carried out over the financial activity of the commission**

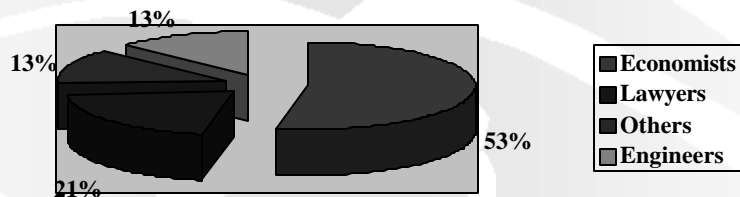## FINANCIAL AND ACCOUNTING ACTIVITY
SERC BUDGET

- **Internal audit for the period (10.09.00 – 31.03.02) performed by the State Internal Financial Control Agency**

- **Audit by the National Audit Office for the expedience of the spending of SERC funds for the first 6 months of 2000**

FINANCIAL AND ACCOUNTING ACTIVITY
SERC BUDGET

- **No violations were found during the audits**
- **Recommendations have been made for the timely collection of the commitments long due from the companies – this is due to the financial difficulties which some of the licensed companies are facing in the timely payment of the license fees**
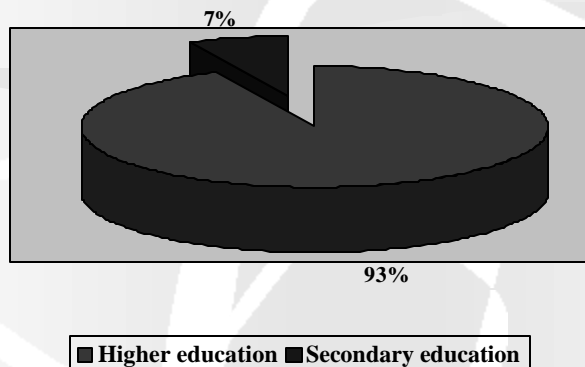
HUMAN RESOURCES IN SERC

- **To date the size of the commission is 85 people including the 7 members of the commission.**

- **Distribution along types of specialists**

13%

13%

53%

21%

- Economists
- Lawyers
- Others
- Engineers

HUMAN RESOURCES IN SERC

- **Distribution along educational degree**

7%

93%

- Higher education ■ Secondary education

HUMAN RESOURCES IN SERC

- **In close cooperation with the Public Administration Institute we organize courses for enhancing the qualification of the commission specialists**

- **In 2003 in compliance with the current legislation there will be an appraisal of all the SERC employees**
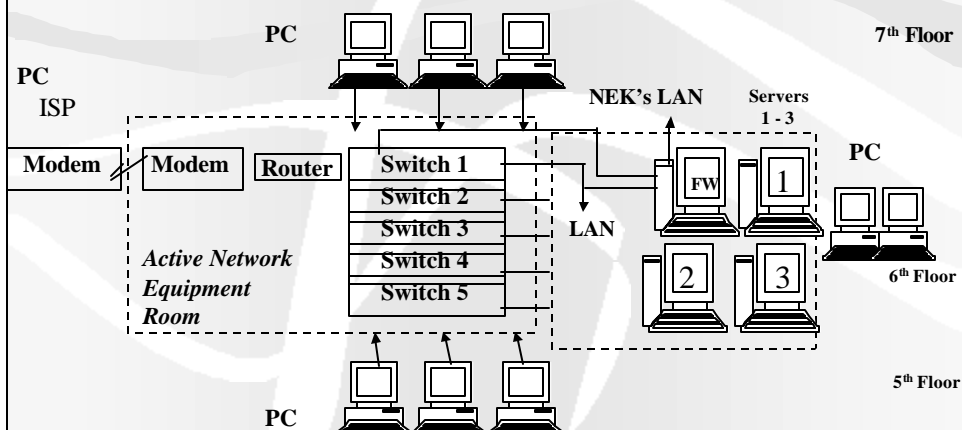
IT at SERC

- **At the commission there is a functioning local computer network connecting all the computers**
- **An opportunity has been created for access into the statutory data base and to Internet of all the departments in the existing Divisions**
- **The access is limited to a user level.**
- **The data are protected**

IT at SERC

- **There is a functioning geographical information system which is extremely needed in the preparation of the upcoming tenders for investors for the eight gas distribution regions in the country**

- **In spite of the efforts SERC is facing difficulties in the purchasing of licensed software – the main reason is its high price**
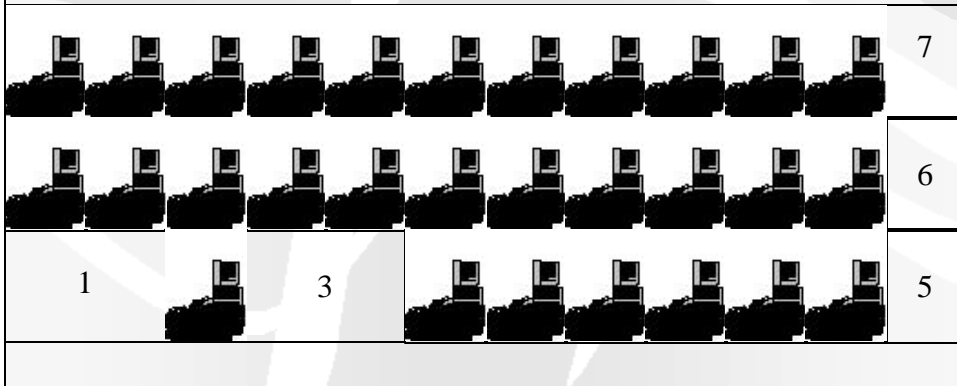
IT at SERC

- **Chart of the computer network**

PC	7th Floor
PC ISP	NEK's LAN Servers 1 - 3
Modem Modem Router Switch 1	FW 1 PC
Switch 2	
Switch 3 LAN	
Active Network Equipment Room Switch 4	2 3
Switch 5	6th Floor
PC	5th Floor

IT at SERC

- **Chart of the allocation of PCs in the SERC building**

PUBLIC RELATIONS AND THE MEDIA AT SERC

THE COMMISSION HAS BEEN CARRYING OUT A SERIES OF EVENTS FOR CLARIFYING ITS REGULATORY FUNCTIONS AND PROMOTING ITS ACTIVITY AMONG THE PUBLIC :

- **WEBSITE - WWW.DKER.BG**
- **REGISTER OF LICENSES ISSUED**
- **FEEDBACK WITH USERS**
- **A NEWSLETTER IS PUBLISHED.**
- **THERE IS A SYSTEMATIC MEDIA TRAINING OF THE SPECIALISTS**
- **DAY-TO-DAY WORK WITH THE MEDIA**

THANK YOU FOR THE ATTENTION