



Digitalization of the Bucharest Bar Association – The Electronic Registry 2024

CASE STUDY

Industry: Legal Tech
Client: Bucharest Bar
Year: 2023



In 2023, the Bucharest Bar Association, responsible for over ten thousand legal professionals, faced significant operational inefficiencies due to its reliance on manual, paper-based processes. They led to delays, lack of transparency, and difficulties in managing a high volume of requests and petitions.

Recognizing the need for modernization, the Bar partnered with OPTI to undertake a comprehensive digital transformation through the "Electronic Registry 2024" project. This initiative transitioned the Bar's operations to a fully digital platform, improving efficiency, transparency, and service delivery for its members and the public.





CHALLENGES

The Bucharest Bar Association faced several operational challenges solvable by digital transformation.

MANUAL PROCESSES



Lawyers and law firms had to submit applications and petitions in person or by mail.



The submission process involved a large volume of physical documents and manual data entry.

BLOCKAGES AND DELAYS



The manual process was prone to blocks, especially during peak periods when many requests were received.



The staff had to draft, review, and approve documents manually, which further slowed down operations.

LACK OF TRANSPARENCY



Tracking the status of applications was difficult, with updates often delayed due to manual processes.



The lack of real-time updates created a communication gap between the Bar Association and its members.



LOGISTICAL CHALLENGES



Obtaining official signatures on documents required the physical presence of lawyers, leading to additional delays.



The reliance on paper-based systems increased the workload for the Bar Association staff, affecting their ability to efficiently manage tasks.





SOLUTION

To address these challenges, OPTI implemented a phased digital transformation.

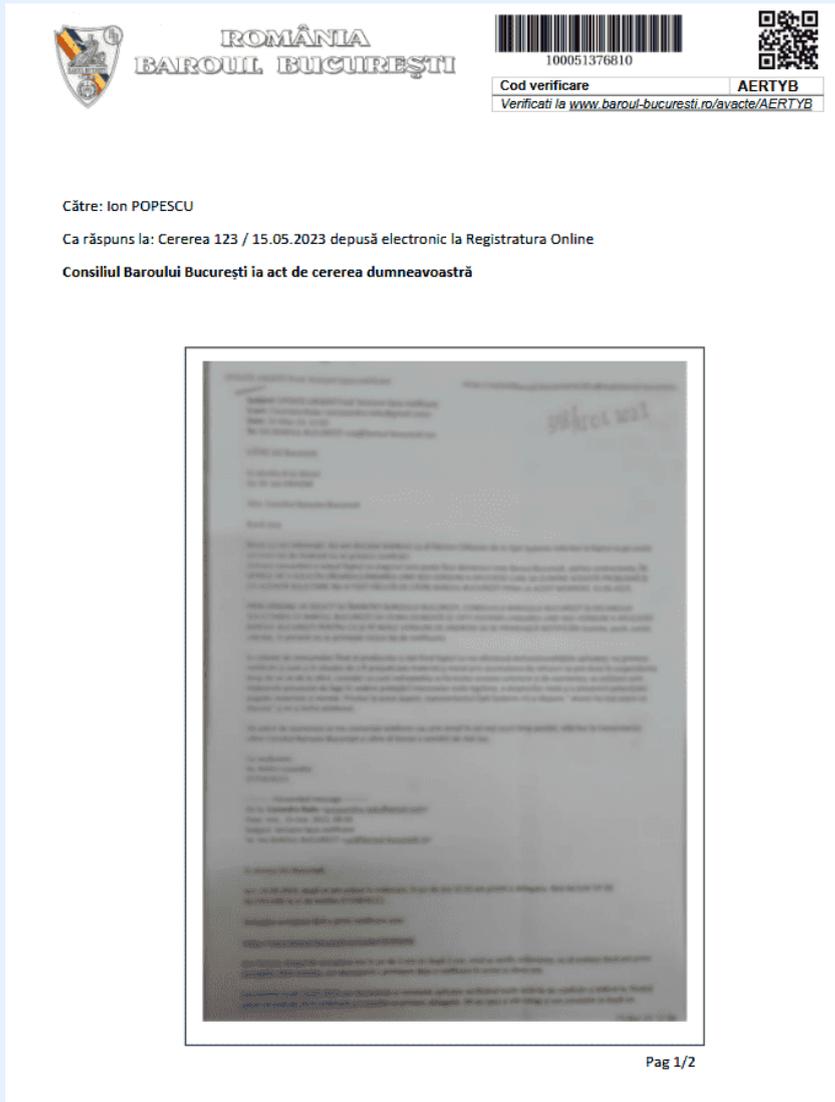
PHASE 1: ELECTRONIC SUBMISSION AND TRACKING OF PETITIONS AND APPLICATIONS

- ✓ **Lawyers and law firms can now submit applications via the Bar Association's website**, accessible through both desktop and mobile platforms.
- ✓ **The system was designed with customizable application forms** to ensure that necessary info was captured efficiently.
- ✓ **Lawyers receive email confirmations immediately** after submitting applications and could track their status.
- ✓ **The Bar Association staff can manage** and initiate requests.

The screenshot displays the website interface for the Bar Association of Bucharest. At the top, there is a navigation bar with various menu items like 'Compartimente', 'Contul avocatului', 'Plătește taxele', 'Anunțuri', 'Apararea Profesiiei', 'Legislație', 'Catalogul electronic al Bibliotecii', 'Altele', 'Utile', and 'Linkuri populare'. Below this is the main header with the Bar Association logo and name, navigation links for 'Despre noi', 'Tablou', 'Noutăți', and 'Contact', and a search bar. The main content area shows a submission form with the following details:

Nume:	Ion Popescu	Doriți să:
Număr cerere:	270286	Anulați cererea?
Data comandă:	13.06.2023 09:14	
Stare actuală:	În curs de procesare	

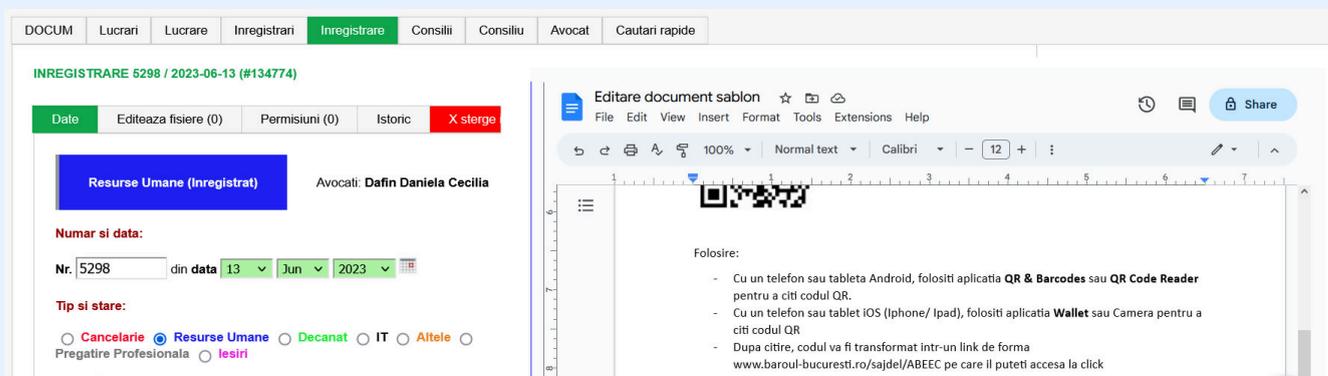
Below the form, there are sections for 'Cererea depusă' and 'Atasamente'. The 'Atasamente' section lists three files: 'Nume fisier 2.pdf', 'Nume fisier 000.pdf', and 'Nume fisier.pdf'. Three thumbnail images of document pages are shown below, each with a magnifying glass icon in the top left corner.



PHASE 2: DIGITAL DRAFTING AND APPROVAL

- ✔ **Electronic submissions were integrated into the Bar Association's existing ERP system**, allowing staff to access applications and attachments at any time.
- ✔ **OPTI incorporated a word processing tool within the system**, enabling staff to quickly and accurately draft responses to decisions regarding received applications.

- ✔ **The system established a new procedure for reviewing and approving applications** that could be tracked digitally.



PHASE 3: MASS ELECTRONIC SIGNATURES

- ✔ **OPTI collaborated with DigiSign** to implement an mass electronic signature system, enabling the secure signing of official documents.
- ✔ **The solution was integrated into the existing infrastructure,** ensuring the rapid signing and distribution of documents.
- ✔ **Signed documents were delivered electronically via email,** eliminating in-person visits, saving resources.



RESULTS

The "Electronic Registry 2023" project led to significant improvements for all parties involved.



Operational efficiency

The digital system reduced the time required to process and approve requests.



Enhanced transparency

Both lawyers and Bar staff had clear visibility into the status of requests.



Improved user experience

The digital submission and tracking process provided a more convenient experience.



Secure documents

The implementation of mass electronic signatures ensured that all documents were securely signed and delivered.



Cost savings

The digital transformation reduced operational costs by minimizing the need for physical resources.



Smooth transition

The launch was carried out without any downtime, allowing the Bar to continue its operations.

TECHNOLOGIES



Frontend: UI and UX (Figma, CSS, HTML, Bootstrap), Material design



Backend: PHP framework, PDF libraries, Image libraries, Esignature libraries, MySQL, Sphinx Search, Elasticsearch



TESTIMONIAL

"The team at OPTI are notable for their respect for deadlines and for avoiding financial overruns, for the adaptability of their solutions to our needs and for the general quality of their software implementation. We will continue our collaboration to fulfil the needs of the Bar Association in other projects."

- The Dean of the Bucharest Bar Association

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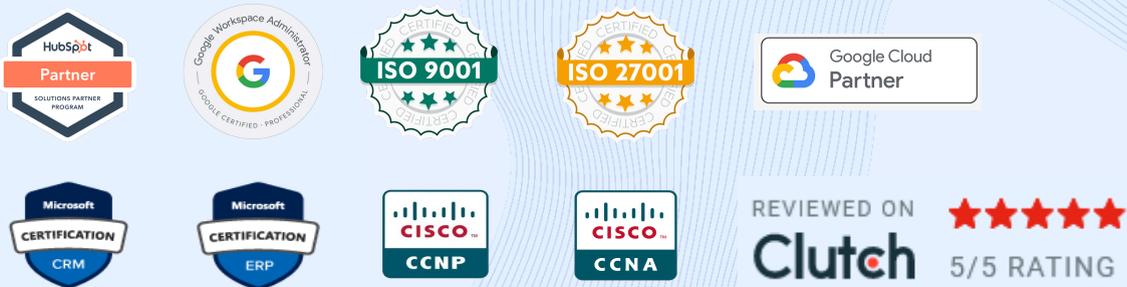
OPTI

PRODUCT DEVELOPMENT, AUTOMATION AND DATA MIGRATION

Software company developing products and cutting costs by automations and data migrations. Founded in 2005, with extensive expertise in retail, medical, publishing, and gaming industries.

The OPTI team includes senior analysts and programmers, is ISO 9001 and ISO 27001 certified, HubSpot Solution Partner, Google Cloud Partner and certified in other technological stacks.

CERTIFICATIONS



KNOW-HOW

Frameworks & Languages	JS JavaScript	php PHP	Python Python	Java Java
	Rust Rust	C# C#	React React	Angular Angular
	TS Typescript	HTML5 HTML5		
Databases	PostgreSQL PostgreSQL	Microsoft SQL Server Microsoft SQL Server	BigQuery BigQuery	
	Mongo MongoDB	MySQL MySQL	Hadoop Hadoop	
ERP/CRMs	HubSpot HubSpot	Salesforce Salesforce	FreshSales FreshSales	Microsoft Dynamics 365 Microsoft Dynamics 365
	Zoho Zoho	Pipedrive Pipedrive	Zendesk Zendesk	MiniCRM MiniCRM
Server Configuration	Linux OS Linux OS	Load Balancers Load Balancers	HTTP Daemons HTTP Daemons	