

# SANI system users in Latvia

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Developing the procedure for use of SANI system in Latvia division of competences in the State aid control field was maintained between the Ministry of Finance and Ministry of Agriculture. In Latvia, two Local System Administrators were appointed who grant user rights in SANI system – one in the Ministry of Finance, another in the Ministry of Agriculture. Local System Administrator of the Ministry of Finance grants user rights to system users who prepare State aid measure notifications in all sectors, except for cases when a notification is prepared of agriculture products set forth in Annex 1 of the EC Treaty, and of aid to fisheries and forestry products. Local System Administrator grants user rights to the following system users:

Restricted User;

User;

Signatory;

Read-Only User.

Every civil servant (employee) of the Ministry, its subordinated institution, employee of municipality or institution of the municipality can get system user rights if he/she is involved in the aid notification preparation, specification according to his/her job description or who is authorised to sign the prepared aid notification.

Application for granting system user rights in a form annexed to Regulation of the Cabinet of Ministers No 100 adopted on 06.02.2007 should be submitted to the Ministry of Finance or the Ministry of Agriculture (according to competence). After receipt of the application the Local System Administrator of the Ministry of Finance or Ministry of Agriculture should register the new user in the system. After registration he/she receives in his/her e-mail an electronic message with a system user name and initial password which should be changed immediately, and the electronic message should be deleted. In SANI system the user can only perform actions according to requested user profile. The scope of user rights is set forth in Section II of Regulation of the Cabinet of Ministers No 100 adopted on 06.02.2007. In Latvia, there are 4 validators: 2 in the Ministry of Finance, 2 in the Ministry of Agriculture.

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