CHAPTER «NATIONAL SECURITY»

REGULATORY AND LEGAL ASPECTS OF THE IMPLEMENTATION AND SECURITY OF ELECTRONIC DOCUMENT TRANSFER IN UKRAINE

Natalya Blavatska¹ Olha Berdar²

DOI: https://doi.org/10.30525/978-9934-26-531-0-19

Abstract. Normative regulation of electronic document flow establishes basic ideas, priority tasks, issues of strategic importance, trends in the development of electronic governance, standards and means of implementation at the level of regulatory and legal requirements. The national legislation includes more than 300 laws aimed at regulating the functional elements of e-government in Ukraine.

The Constitution of Ukraine formulates legal norms that regulate the sphere of democracy and the right to information, as well as determine the functional principles of the activities of state authorities. Thus, the constitutional provisions create a basis for the implementation of e-government.

The main principles of state policy in the field of information society development, informatization and electronic governance are enshrined in a number of laws, in particular in the Laws of Ukraine "On Information" (1992), "On Scientific and Technical Information" (1993), "On Protection of Personal Data" (2010), "On Protection of Information in Information and Communication Systems" (1994), "On the main foundations of the development of the information society in Ukraine for 2007-2015" (2007), "On electronic documents and electronic document management" (2003),

¹ Candidate of Technical Sciences, Associate Professor,

Educational and Scientific Institute of Information Security and Strategic Communications of the National Academy of the Security Service of Ukraine, Ukraine

² Master of Correspondence Study,

Educational and Scientific Institute of Information Security and Strategic Communications of the National Academy of the Security Service of Ukraine, Ukraine

"On electronic communications" (2020), "On electronic identification and electronic trust services" (2017).

Normative and legal regulation of e-governance is mostly related to the electronic form of state administration from a technical point of view, and new components of the mechanism of administrative and legal regulation of e-governance have not been created. Electronic public administration outlines the digitization of legal requirements that form the basis of administrative and legal regulation of these relations. First of all, before carrying out such activities, it is necessary to create appropriate content. The continuous transition to electronic formats and the simultaneous creation or improvement of content creates a burden on the process of introducing innovative technologies into public administration.

The practical elements of the law are crucial to the implementation of an effective e-government system. They also contribute to the adoption of specific management decisions and prompt receipt of necessary information about the state of the e-government system and its ability to perform the tasks and functions assigned to it and meet expectations.

The implementation of the electronic services system in Ukraine is regulated by a significant number of laws. At the same time, the norms of both administrative and informational law are closely intertwined in these laws. However, there is currently no unified state policy in the field of electronic public services, a clearly defined system of standards for their provision and implementation of appropriate measures for their implementation. An urgent problem is the lack of control by the state. Thus, the first problem is the lack of a comprehensive mechanism of legal support for the implementation of electronic services, and the second – imperfect law enforcement practice, legal nihilism of citizens, businesses and officials of state authorities.

There is a need for a clear distribution of the list of functional powers between the authorities in order to rationalize the regulation on a hierarchical basis in accordance with the Constitution of Ukraine and to eliminate the duplication of functions between the authorities.

The current state of the legal framework for the implementation and development of e-government shows the disparity of norms, the presence of provisions that duplicate each other, and the absence of effective practical implementation tools. In order to further improve the regulatory and legal framework governing the researched field, it is undoubtedly desirable to avoid existing fragmentation, inconsistency and collisions in it, to achieve completeness and to try to cover as many legal relations in the field of e-government with administrative and legal regulation as possible.

1. Introduction

Relevance of the topic. Currently, there is an insufficient level of regulation of individual components of the field of e-government at the regulatory and legal level and the functioning of electronic systems in practice. Therefore, there is a need for further development, improvement and creation of a complete array of legal norms that would adequately regulate all specific elements of electronic governance in the activities of public administration bodies in order to meet the socially significant needs of citizens and provide high-quality and fast services in electronic form.

Based on the analysis of legislative documents, it should be noted that it is necessary to ensure the correspondence and interconnection of Ukrainian state legislation with the legislation of lower levels. With this in mind, it is necessary to create a hierarchy of legal acts regulating the development of the information society, the digitization of state institutions, and the implementation of e-government at the national level.

Regulatory and legal provision of e-governance is based on the use of an adequate set of tools, mainly legal and organizational, which guarantee the implementation of this legal phenomenon in Ukraine. The regulatory and legal framework lays down important foundations and regularities determined by current legal norms that regulate relations between subjects in the process of e-government development [6].

The purpose of the study. To analyze the regulatory and legal aspects of the implementation and security of electronic document circulation in Ukraine. Achieving the specified goal depends on the following *tasks:*

to determine the current state of regulatory and legal support for the development of e-government in Ukraine and to outline further prospective directions in this area.

The object of the study is the normative and legal aspects of ensuring electronic document circulation in Ukraine.

The subject of the study is the mechanism of regulatory and legal aspects of ensuring electronic document circulation in Ukraine.

Research methods. Method of theoretical analysis and systematization, methods of observation and abstraction.

The state of scientific research on the topic. Provision of electronic document circulation in Ukraine is an important topic for research in the context of the modern information society. Modern organizations increasingly need the integration of electronic document management to improve the efficiency of their activities. In Ukraine, as in many other countries, enterprises and state bodies are actively engaged in the implementation of electronic document management in order to optimize processes and reduce bureaucratic obstacles. Many countries, in particular members of the European Union, already successfully use such systems in the public and business sectors. Their experience can become a valuable resource for the development and improvement of electronic document management in Ukraine.

With the development of technologies, an increase in interest in electronic document management in various fields is expected, which will contribute to the emergence of new solutions and increase competition in the market of software for document management.

The main principles of e-government in Ukraine and certain aspects of legal support are considered by scientists such as S. Bareghamyan, Yu. Karpiy [1], S. Bevs [2], G. Blinova [3], N. Bortnyk [4], M. Durman, O. Durman, Ya. Linetska [6], R. Zavada [7], Ye. Kalishenko [8], M. Kovtun, E. Moiseeva, V. Markosyan [9], H. Lukyanova, A. Venglinska [10], O. Mazur [11], O. Minko [12], O. Romanchuk, Yu. Bysaga, V. Birch, H. Nechiporuk, V. Checherskyi [37] and others. However, taking into account the significant developments on this topic, the constant changes in the legislative field, caused by the introduction of electronic tools in the activities of state authorities and the rapid pace of development and construction of electronic governance, a thorough analysis is necessary, which will help to develop further areas of improvement in this area.

2. Regulatory regulation of the implementation of electronic document management systems in Ukraine

The rapid progress and global distribution of modern information technologies, as well as the growth of information connections, have created conditions in which people can hardly imagine their lives without mobile phones, televisions, computers and the Internet. Today, many operations are performed remotely, including telemedicine consultations, distance learning and the conclusion of transactions through the exchange of data on the Internet.

The development of public relations requires the creation, improvement and renewal of the legal framework of Ukraine, as well as the development of special legal norms and rules for the regulation of information relations. The Verkhovna Rada of Ukraine adopted a number of laws, including: "On electronic documents and electronic document management" [17], "On mandatory copies of documents" [32], "On the National Informatization Program" [30], "On Electronic Communications" [18], "On the National System of Confidential Communication" [31], "On Information Protection in Information and Communication Systems" [19] and others.

The Law of Ukraine "On Electronic Documents and Electronic Document Management" defines the basic principles of electronic document management and the use of electronic documents. According to this law, an electronic document is a document in which information is stored in the form of electronic data containing all the necessary details, including an electronic digital signature. The legal force of an electronic document cannot be challenged only because of its electronic format [17].

However, the law also imposes restrictions on the use of an electronic document as an original. For example, the original certificate of the right to inheritance cannot be produced in electronic format, as well as other documents, which, according to the law, can exist only in a single copy (before the creation of a centralized repository of original electronic documents).

In Ukraine today, there is a large number of legal acts regulating relations in the field of information technologies. However, many of these acts need to be adjusted and supplemented, as their interaction is not always effective in solving current problems. The concept of e-government consists of two closely related, but independent components: the internal government information infrastructure, which resembles a corporate network, and the external information infrastructure, which interacts with citizens and organizations. In order to increase the efficiency of the work of state and local authorities within the framework of the National Informatization Program, it is planned to combine the existing and future

information systems of these authorities into a single integrated information and analytical complex – the Integrated Information and Analytical System of State and Local Authorities of Ukraine. In view of the variety of existing systems of electronic document circulation in government bodies, it is envisaged to create a single system of electronic document circulation [30].

The purpose of this system is to ensure the rapid circulation of documents, such as decrees, resolutions, laws, orders, notices, reports, analytical reports, and others, as well as to reduce the time required for decision-making through the automation of the processes of collective creation and use of documents in state institutions. However, to date, there is no single regulatory act that would fully regulate relationships in the field of electronic government [30].

In July 2000, the President of Ukraine signed the Decree "On measures to develop the national component of the global Internet information network and ensure wide access to this network in Ukraine." This document determines that the development of the national part of the Internet and ensuring access to it for citizens and legal entities will become a priority of state policy in the field of informatization. According to the Decree, the main tasks are the improvement of the infrastructure for the provision of information services via the Internet and the introduction of modern information technologies into the state administration system [25].

Among other normative legal acts regulating the issue of informatization, an important role is played by Resolution of the Cabinet of Ministers of Ukraine dated January 4, 2002 No. 3 "On the Procedure for Publishing Information on the Activities of Executive Authorities on the Internet". This document defines the requirements for publishing information about the activities of executive authorities on the Internet, which contributes to increasing the efficiency and transparency of their work through the use of modern information technologies to provide the public with the necessary information and services. Publication of data on the activities of state bodies on the Internet is carried out through:

- organization and systematic updating of data on the websites of ministries, other central and local executive authorities in accordance with the established regulations;

- development of the Unified web portal of the Cabinet of Ministers of Ukraine, which aims to integrate the websites of executive authorities

and ensure access to information resources in accordance with citizens' requests [33].

In order to solve the issues related to the implementation of the electronic government system in Ukraine, on February 24, 2003, Resolution of the Cabinet of Ministers of Ukraine No. 208 "On measures to create an electronic information system "Electronic Government" was adopted. This resolution provides for the development of the necessary regulatory and legal frameworks for the functioning of the "Electronic Government" system, as well as the provision of opportunities for quick and convenient provision of information services to both citizens and legal entities through this electronic information system. The "Electronic Government" system promotes interaction between executive authorities and citizens, as well as legal entities, using modern information technologies and integrating state electronic information resources into the Unified web portal of executive authorities [26].

In addition, one of the key documents used by state bodies is the resolution of the Cabinet of Ministers of Ukraine dated January 17, 2018 No. 831-p "Some issues of reforming the public administration of Ukraine". This document approves:

 standard instructions for documenting management information in electronic format and organizing work with electronic documents in record keeping, as well as electronic interdepartmental exchange;

- a standard manual on record keeping for ministries, other central and local executive bodies;

- regulation of the organization of interaction of executive authorities in electronic format [5].

3. Legal aspects of ensuring the security of electronic document circulation

The study of the legal framework of electronic document circulation is impossible without taking into account the qualified electronic signature, which performs the function of confirming the integrity of the electronic document. This ensures that the document is protected from unauthorized changes, destruction or damage during its transfer from the sender to the recipient. In terms of its legal status, an electronic digital signature has the same legal force as a handwritten signature or seal, provided that it is verified with enhanced key certificates and conforms to reliable digital signature means. In addition, during verification, valid strengthened key certificates must be used at the time of signing, and the signer's private key must match the public key specified in the certificate for all participants in the electronic document flow [16].

A certificate is issued to authenticate the public key, which is generated by a key certification authority, such as an accredited certification authority, certification authority, or central certification authority.

Legal entities and individuals have the opportunity to confirm the validity of the public key on the basis of the contract, using the certificate of the key, as well as to use an electronic signature even without a certificate. Thus, the use of an electronic signature contributes to the simplification and acceleration of document circulation between business entities. This, in turn, increases the competitiveness of domestic enterprises, as the process of concluding civil and economic agreements, registration of exportimport operations and provision of banking services via the Internet is simplified [38].

Document circulation in Ukraine is a system that reflects the processes of collecting, processing and storing information, as well as managerial aspects, such as preparation and decision-making, as well as control over their implementation. The concept of "e-government" has already become common, and its essence is to provide access to public information. This is an effective mechanism that provides access to information for individuals and legal entities, which contributes to the transparency and efficiency of the functioning of state bodies.

The implementation of the concept of e-government is of great interest on a global scale. Many countries, including the USA, Great Britain, Sweden, Denmark, Norway, Latvia and Estonia, have already successfully implemented or are starting to implement e-government technologies. For example, the US government offers a variety of services online, such as issuing licenses and paying fines. In Great Britain, there is a possibility to register companies through an electronic form. Positive examples of the implementation of electronic government in other countries can help reveal the real advantages of these systems and fully implement electronic government in Ukraine [27].

4. The current state of regulatory and legal provision of electronic governance in Ukraine

The system of electronic document circulation in Ukraine is undergoing a long stage of formation and development. Modernization processes in state and municipal administration, activated in Ukraine in response to internal and external challenges, in the 90s of the 20th century – at the beginning of the 21st century, led to the adoption of the Law of Ukraine "On Electronic Documents and Electronic Document Management" dated May 22, 2003 No. 851-IV [17] and the Law of Ukraine "On Electronic Digital Signature" dated May 22, 2003 No. 852-IV. These laws were developed and adopted also with the aim of harmonizing Ukrainian legislation with the norms of the European Union. These normative acts determined the organizational and legal basis of electronic document circulation, the legal status of electronic digital signatures and defined the main terms in this field.

However, it should be noted that the adoption of these laws did not contribute to the wide implementation of the proposed intellectual information and legal products in the field of public administration. Since the laws contained general provisions on electronic document circulation, the executive authorities resorted to using their own regulatory instructions during the exchange of electronic documents. In addition, the necessary bylaws, which would generalize and systematize the procedure for applying the document circulation system between participants in legal relations, were not developed and approved by the authorized bodies of the executive power.

Imperfect legislation in this area, mistrust of new work methods and means of communication, especially in state and local self-government bodies, as well as the lack of appropriate certified technical software solutions for their activities, psychological and technical unpreparedness of personnel to work with electronic documents, as well as reluctance to implement transparency and openness in the activities of state authorities, held back the wide implementation of electronic document management in the field of public administration.

Further significant changes in Ukrainian society, as well as the introduction of innovative communication technologies to improve interaction between state authorities and citizens, required prompt and effective solutions to the issues identified in the study. It is important to pay attention to the orders of the Ministry of Justice of Ukraine: "On the approval of the Procedure for working with electronic documents in record keeping and their preparation for transfer to archival storage" dated November 11, 2014 No. 1886/5 [23] and "On approval of the Rules for the organization of record keeping and archival storage of documents in state bodies, local self-government bodies, enterprises, institutions and organizations" dated 06.18.2015 No. 1000/5 [24], which regulated the procedure for applying the norms of current legislation in the field of electronic document management.

On July 23, 2014, Regulation (EC) No. 910/2014 of the European Parliament and of the Council was adopted, which replaced Directive 1999/93/EC of December 13, 1999, concerning the Community framework for electronic digital signatures [15]. This Regulation governing electronic identification and trust services for electronic transactions within the internal market entered into force on 1 July 2016. In this regard, in order to harmonize the national legislation with the specified Regulation, on October 5, 2017, the Law of Ukraine "On electronic identification and electronic trust services" was adopted [16]. This law defines the legal and organizational foundations of electronic identification, as well as the provision of electronic trust services, the rights and obligations of participants in these areas, as well as the procedure for state control over compliance with legal requirements. In this regard, the Law of Ukraine "On Electronic Digital Signature" dated May 22, 2003 has lost its force.

An electronic document is the basis of electronic document flow, which is defined by the Law of Ukraine "On Electronic Documents and Electronic Document Flow" dated May 22, 2003 as "a document in which information is recorded in the form of electronic data, including mandatory details of the document" (Part 1, Article 5) [17]. According to the order of the State Agency for Electronic Government of Ukraine "On Approval of Requirements for Data Formats of Electronic Document Management in State Authorities" dated September 7, 2018 No. 60, an electronic document is drawn up in accordance with the general rules of document management and has details similar to documents on paper media, taking into account (electronic signature or electronic seal); for electronic documents to be stored for a long period of time (more than 10 years), it is mandatory to use

electronic signatures or seals in a format that ensures long-term archival storage [21]. Documentation of management information in institutions is carried out in electronic format using appropriate technologies.

Electronic document management is a set of processes covering the creation, processing, sending, transmission, receipt, storage, use and destruction of electronic documents. These processes are carried out in compliance with integrity checks and, if necessary, with confirmation of the fact of receipt of documents (Part 1, Article 9) [27]. The system of electronic document circulation in the institution must comply with the requirements of the legislation regarding data formats, integration services and regulatory legal acts in the field of information protection. At the same time, the current legislation defines the grounds for documents with information with limited access, the protection of which is provided for by law; electronic documents that cannot be recognized as originals in accordance with legal requirements; as well as documents for the processing of which there is a requirement in paper form established by acts of the Cabinet of Ministers of Ukraine [27].

Issues of limiting the use of electronic documents in the process of electronic document circulation are regulated by relevant legislative acts. In particular, relations related to the documentation of information that is a state secret are regulated by the Law of Ukraine "On State Secrets" dated January 21, 1994 [14]. Problems of personal data protection of users of electronic trust services are regulated by the Law of Ukraine "On Protection of Personal Data" dated June 1, 2010 [20]. General issues of the organization of relations in the field of information protection in information, electronic communication and information and communication systems are determined by the Law of Ukraine "On the Protection of Information in Information and Communication Systems" dated July 5, 1994 [19]. The legal basis for the functioning of the mandatory copy of documents system and information relations related to the replenishment of the national information fund of Ukraine is established by the Law of Ukraine "On the mandatory copy of documents" dated April 9, 1999 [32]. The legal and organizational foundations of state policy in the spheres of electronic communications and radio frequencies are also regulated by relevant legal acts.

Considering the basics of the organization of electronic document circulation and the use of electronic documents, it is important to emphasize that the implementation of state policy in this area is carried out by the Cabinet of Ministers of Ukraine and other executive authorities within the limits of their legally defined powers. State regulation of electronic document circulation aims to: implement a unified state policy in this field; protection of the rights and legitimate interests of participants in electronic document circulation; creation of a legal framework for the processing, creation, transmission, receipt, storage, use and destruction of electronic documents (Article 4 of the Law) [27].

The Ministry of Digital Transformation of Ukraine and the State Service for Special Communications and Information Protection of Ukraine stand out among the executive authorities that directly implement a unified state policy in the field of electronic document management. In accordance with the Regulation on the Ministry of Digital Transformation of Ukraine, approved by the Resolution of the Cabinet of Ministers of Ukraine dated September 18, 2019, the main tasks of the Ministry of Digital Affairs are the formation and implementation of state policy in the field of electronic document circulation, electronic governance, electronic democracy and the development of the information society [35].

In accordance with Part 1 of Article 3 of the Law of Ukraine "On the State Service for Special Communications and Information Protection of Ukraine" dated June 23, 2006, one of the key tasks of the State Service for Special Communications and Information Protection is to participate in the formation and implementation of state policy in the field of electronic document circulation in information and communication systems where official information protection of state bodies and local self-government bodies, as well as protection of critical information infrastructure [13].

The organization of electronic document circulation in the institution is entrusted to the clerical service, which ensures the performance of tasks on the basis of its own instructions for clerical work, which is developed in accordance with the Instructions approved by the Resolution of the Cabinet of Ministers of Ukraine of January 17, 2018 No. 831-p "Some issues of reforming the state administration of Ukraine" taking into account other normative legal acts. Maintenance of the electronic document management system in the institution, as well as its software and hardware, is the responsibility of the relevant services. Ensuring the security of information processed in the institution's electronic document flow system is entrusted to the appropriate structural unit that deals with information protection issues, or to an employee of the institution who is entrusted with the tasks and functions of this unit [5]. Thus, the organizational foundations of electronic document circulation are regulated by current legislation.

The introduction of electronic document circulation contributes to the digital transformation of Ukraine. A key aspect for the implementation of qualitative changes is the presence of appropriate reformed legislation, which ensures legal certainty of the status of participants in the process of significant transformations. The status of an electronic document is fixed both in EU and Ukrainian legislation, and the status of electronic document circulation is determined by the provisions of current national legislation. The electronic form of documents guarantees the necessary level of information security for the participants of legal relations, since the exchange of documents is carried out in an encrypted form using a qualified electronic signature. The exchange of original electronic documents takes place extremely quickly, which is confirmed by practice – within three minutes, which significantly saves the time of the participants in the relationship.

At the same time, there is a saving of human and material resources, which were previously spent on printing, sending and storing documents. Remote benefits provide mobility and the convenience of sending documents through electronic document management platforms or e-mail.

Thus, it can be argued that the main result of the introduction of electronic document management is the resource aspect (human, material, time, psychological resources, etc.). However, one should also take into account the risks associated with the introduction of electronic document management for both state and local self-government bodies and economic entities. Indeed, it is important to ensure the protection of information in information, electronic communication and information and communication systems from unauthorized actions that are carried out in violation of the procedure for accessing this information established by law. The protection of information in documents is important in peacetime, and in wartime it becomes especially important. The objects of protection

in the system are the information being processed and the software designed for its processing [22].

Further development of electronic document circulation in Ukraine, in particular in the public administration system, in our opinion, will be ensured due to: the presence of qualified personnel among civil servants and officials of local self-government, who have the necessary knowledge and skills in information and technical, legal and management spheres; providing state authorities and local self-government with modern technical and software solutions that meet standards; creation of the Unified information system of the country, which will ensure accessibility for relevant state authorities and integration of various automated information and reference systems, registers and databases operating in various spheres of public life. This will contribute to the improvement of communication between the state and society, as well as to shorten the time for resolving issues important to citizens. In the conditions of martial law, it is especially relevant to ensure the access of subjects of electronic document circulation to the services of electric power facilities and telecommunications cable channels.

Legal support of electronic document circulation consists in the use of a set of adequate means, in particular organizational and legal ones, which ensure the implementation of this legal phenomenon in Ukraine. Legal and organizational foundations form the key principles and regularities determined by the current legal norms that regulate the relationship between subjects during the creation, sending, transmission, receipt, storage, processing, use and destruction of electronic documents. The field of electronic document circulation is subject to regulation by public legal norms at both the national and international levels. Legal relations in this area are characterized by high dynamics, as the sphere of regulation of this phenomenon is rapidly expanding. Urgent processes of reforming public administration and rapid technological progress pose new challenges to legal science and legislators. It is important to realize that legal relations are the main tool through which legal norms are implemented.

The conducted analysis shows that the legal support of electronic document circulation needs further development, updating, balancing and harmonization with international legal norms and standards. The implementation of high-quality legal, institutional, organizational and management reforms in the field of public administration, in accordance

with European integration requirements and taking into account the recognition of a person as the highest social value, is an urgent need that will contribute to the formation of Ukraine as a competitive state with a powerful economy and innovative technologies.

5. Conclusions

The development of e-government in Ukraine is a strategically important link of effective public administration, especially in the context of modern challenges and needs of society. Accordingly, the legal norms regulating the field of electronic governance have a special complex branch nature (include constitutional, administrative and informational law); legal norms of different legal force are reflected in informational and administrative law, showing interaction and mutual influence; the presence of a significant number of laws (more than 300) regulating the functional elements of this sector.

The study classified and characterized forms of legal regulation: the Constitution of Ukraine, laws of Ukraine, resolutions and by-laws. A number of shortcomings in the regulatory and legal regulation of the functioning of state electronic information resources were revealed. The special place of electronic public services is substantiated, and emphasis is placed on the lack of comprehensive regulatory mechanisms for the implementation of electronic public services, the imperfection of the practical aspects of the application of the law, and the legal nihilism of citizens, businesses, and civil servants.

The normative and legal framework that regulates electronic document circulation in Ukraine and ensuring its security is considered. The main document is the Law of Ukraine "On Electronic Documents and Electronic Document Management", which defines the legal basis for the creation, exchange, storage and use of electronic documents. In addition, other by-laws that expand and specify the provisions of this Law have been studied, including resolutions of the Cabinet of Ministers of Ukraine, orders of departments and other normative legal acts related to electronic document flow. A detailed study of these documents allows you to understand the requirements and responsibilities of the parties in the process of exchanging electronic documents, as well as establishes rules and procedures for their authentication, integrity and confidentiality.

Scientific studies confirm that the regulatory and legal provision of e-governance in Ukraine needs further development, updating and balancing. In the context of European integration aspirations based on the human-centric paradigm, implementation of effective legal and administrative changes in the sphere of public administration is an urgent and important need and a factor in the formation of Ukraine as a competitive state equipped with innovative technologies.

The current legislation of Ukraine contains a large number of mandatory norms, standards, instructions, orders and regulations related to electronic document flow. Normative and legal acts outline the basic principles of electronic document management. Analyzing the development of information legal relations and the process of informatization, in particular the implementation of the electronic document circulation system in Ukraine, it can be noted that certain measures are being taken in this direction. Although this process is not happening as quickly as in some other countries, it can be argued that with systemic legal and practical support for electronic documentation, Ukraine will be able to make significant progress in this area over time.

Currently, Ukraine is in the process of joining the European Union. The people of Ukraine see the future of their state precisely in this Union, so it would be useful to emulate the legislation of European countries in this area.

References:

1. Bareghamyan S. H., Karpi Yu. V. Electronic governance at the national, regional and local levels: current state and prospects of implementation in Ukraine. Public administration: improvement and development. No. 11. 2019. URL: http://www.dy.nayka.com.ua/?op=1&z=1522 DOI: https://doi.org/10.32702/2307-2156-2019.11.30 (application date: January 29, 2025).

2. Bevs S. Administrative and legal regulation of electronic governance in the field of economic activity. *Actual problems of jurisprudence*. 2019. No. 3 (19). P. 23-28.

3. Blinova G. \ Legal principles of the use of electronic information resources in the concept of a digital state. *Problems of modern transformations*. 2021. No. 2. P. 53-60. DOI: https://doi.org/10.54929/pmtl-issue2-2021-10.30

4. Bortnyk N. P. Administrative and legal regulation of electronic governance in Ukraine. Academic visions. Vol. 20. 2023. DOI: http://dx.doi.org/10.5281/ zenodo.10012372 5. Some issues of reforming the state administration of Ukraine: order of the Cabinet of Ministers of Ukraine dated January 17, 2018 No. 831-r. URL: https://zakon.rada.gov.ua/laws/show/831-2021-%D1%80#Text (application date: January 29, 2025).

6. Durman M. O., Durman O. L., Linetska Ya. M. Legislative and regulatory support for the development of the information society in Ukraine. *Scientific perspectives*. 2022. No. 1 (19). P. 104-115.

7. Zavada R. The legal nature of e-governance: the administrative-legal aspect. *Scientific notes of the Lviv University of Business and Law.* 2022. Vol. 35. P. 251-255. DOI: http://dx.doi.org/10.5281/zenodo.7884240 (application date: January 29, 2025).

8. Kalishenko E. Legal support for the development of e-government in Ukraine. *Entrepreneurship, economy and law.* 2019. No. 7. P. 140-146. DOI: https://doi.org/10.32849/2663-5313.2019.7.25

9. Kovtun M. S., Moiseeva E. O., Markosyan V. G. Problems of providing electronic services in Ukraine. *Electronic scientific publication "Analytical and comparative jurisprudence"*. 2022. P. 163-167. DOI: https://doi.org/10.24144/2788-6018.2022.02.31

10. Lukyanova G. Yu., Venglinska A. WITH. Peculiarities of the implementation of electronic governance in the executive authorities of Ukraine. *Electronic scientific publication "Analytical and comparative jurisprudence*". 2021. No. 4. P. 175-179. URL: http://journal-app.uzhnu.edu.ua/article/view/ 255113/252218 DOI: https://doi.org/10.24144/2788-6018.2021.04.30 (application date: January 29, 2025).

11. Mazur O. G. Regulatory and legal principles of electronic governance for the modernization of administrative processes in public administration bodies of Ukraine. *State administration and local self-government*. 2020. Vol. 2 (45). P. 45-56. DOI: https://doi.org/10.33287/102018

12. Minko O. Normative and legal regulation of ensuring the security of public information services in Ukraine. *Law. State. Technology.* 2024. № 2. P. 30-34. DOI: https://doi.org/10.32782/LST/2024-2-6

13. On the State Service of Special Communications and Information Protection of Ukraine: Law of Ukraine dated February 23, 2006 No. 3475-IV. *Information of the Verkhovna Rada of Ukraine*. 2006, No. 30, Art. 258.

14. On the State Secrets: Law of Ukraine dated January 21, 1994 No. 3855-XII. *Information of the Verkhovna Rada of Ukraine*. 1994, No. 16, Art. 93.

15. On electronic identification and trust services for electronic transactions in the internal market and repealing Directive 1999/93/EC: Regulation of the European Parliament and the Council of July 23, 2014 No. 910/2014. URL: https://zakon.rada.gov.ua/laws/show/984_016-14#Text (application date: January 29, 2025).

16. On the electronic identification and electronic trust services: Law of Ukraine dated October 5, 2017 No. 2155-VIII. *Information of the Verkhovna Rada of Ukraine*. 2017. No. 45, Art. 400.

17. On electronic documents and electronic document circulation: Law of Ukraine dated May 22, 2003 N 851-IV. *Voice of Ukraine*. 2003. N 119.

18. On the electronic communications: Law of Ukraine dated December 16, 2020No. 1089-IX. *Information of the Verkhovna Rada of Ukraine*. 2023. No. 97-100, Art. 393.

19. On the protection of information in information and communication systems: Law of Ukraine dated May 07, 1994 N 80/94-VR. *Voice of Ukraine*. 2005. N 116.

20. On the protection of personal data: Law of Ukraine dated June 1, 2010 No. 2297-VI. *Information of the Verkhovna Rada of Ukraine*. 2010, No. 34. Art. 481.

21. On the approval of Requirements for data formats of electronic document circulation in state authorities: order of the State Agency for Electronic Government of Ukraine dated September 7, 2018 No. 60. URL: https://zakon.rada.gov.ua/laws/show/z1309-18#Text (application date: January 29, 2025).

22. On the approval of the Rules for ensuring the protection of information in information, communication and information and communication systems: Decree of the Cabinet of Ministers of Ukraine of March 29, 2006 No. 373. *Government Courier*. 2006. (No. 73-74).

23. On the approval of the Procedure for working with electronic documents in record keeping and their preparation for transfer to archival storage : order of the Ministry of Justice of Ukraine dated November 11, 2014 No. 1886/5. URL: https://zakon.rada.gov.ua/laws/show/z1421-14#Text (application date: January 29, 2025).

24. On the approval of the Rules for the organization of record keeping and archival storage of documents in state bodies, local self-government bodies, enterprises, institutions and organizations: order of the Ministry of Justice of Ukraine dated June 18, 2015 No. 1000/5. URL: https://zakon.rada.gov.ua/laws/show/ z0736-15#Text (application date : January 29, 2025).

25. On measures to develop the national component of the global Internet information network and ensure wide access to this network in Ukraine: Decree of the President of Ukraine dated July 31, 2000 No. 928/2000. URL: https://zakon.rada.gov.ua/laws/show/928/2000#Text (application date: January 29, 2025).

26. On measures to create an electronic information system "Electronic Government": Resolution of the Cabinet of Ministers of Ukraine dated February 24, 2003 No. 208. URL: https://zakon.rada.gov.ua/laws/show/208-2003-%D0%BF#Text (application date: January 29, 2025).

27. On the appeal of citizens: Law of Ukraine (as amended) on electronic appeal and electronic petition dated July 2, 2015 No. 577-VIII. URL: https://zakon.rada.gov.ua/laws/show/577-19#Text (application date: January 29, 2025).

28. On information: Law of Ukraine dated October, 02, 1992 N 2657-XI. *Information of the Verkhovna Rada of Ukraine*. 1992. N 48, Art. 650.

29. On scientific and scientific and technical expertise: Law of Ukraine dated February 10, 1995 N 52/95-VR. *Information of the Verkhovna Rada of Ukraine*. 1995. N 9 of Art. 56.

30. On the National Informatization Program: Law of Ukraine dated February 4, 1998 N 74/98-VR. *Information of the Verkhovna Rada of Ukraine*. 1998. N 27-28 of Art. 181.

31. On the National System of Confidential Communication: Law of Ukraine dated January 10, 2002 N 2919-III. *Information of the Verkhovna Rada of Ukraine*. 2002. N 15 of Art. 103.

32. On the mandatory copy of documents: Law of Ukraine dated February 4, 1999 N 595-XIV. *Information of the Verkhovna Rada of Ukraine*. 1999. N 22-23 of Art. 199.

33. On the Procedure for publishing information on the activities of executive authorities on the Internet: Resolution of the Cabinet of Ministers of Ukraine dated January 4, 2002 No. 3. URL: https://zakon.rada.gov.ua/laws/show/3-2002-%D0%B-F#Text (application date: January 29, 2025).

34. On the Basic Principles of Information Society Development in Ukraine for 2007-2015: Law of Ukraine dated January 9, 2007 No. 537-V. *Information of the Verkhovna Rada of Ukraine*. 2007, No. 12, Art. 102.

35. Issues of the Ministry of Digital Transformation: Resolution of the Cabinet of Ministers of Ukraine dated September 18, 2019 No. 856. URL: https://ips.ligazakon.net/document/view/kp190856?ed=2019_12_11 (application date: January 29, 2025).

36. On the approval of the Concept of the development of the system of electronic services in Ukraine : Order of the Cabinet of Ministers of Ukraine No. 918 of November 16, 2016. URL: https://zakon.rada.gov.ua/laws/show/918-2016-%D (application date: January 29, 2025).

37. Romanchuk O. Z., Bysaga Yu. M., Birch V. V., Nechiporuk H. Yu., Chechersky V. AND. Electronic governance: constitutional and legal research: Monograph. Uzhgorod: RIK-U LLC, 2021. 196 p.

38. Natalya Blavatska, Olha Berdar International Scientific Conference Science, Technology, Innovation: Current Issues of Theory and Practice : Conference Proceedings, December 6-7, 2024. Riga, Latvia : Baltija Publishing, 156 pages. DOI: https://doi.org/10.30525/978-9934-26-498-6