The e-Administrative Fee is an Greek electronic Service to citizens and businesses that issues an electronic fee which is a unique digital code to complete an ePayment transaction with a public authority. Based on this code, the payment can be made via banks that support online payment or by credit / debit / prepaid card through the website of the Greek General Secretariat of Information Systems.

* **Service Owner:** Greek General Secretariat of Information Systems.
* **Consumed services:**
	+ Payment Services (it refers to the use of inter
	+ Identity and Access Management Services (internal, as unavailable externally)
	+ Tax Registry information
	+ Data from Banks (e.g. on payment status)
	+ Data from other Public Organizations

The file IMM Full Calculation sheet (e-Administrative FEE) provides the answers and results.

**Service Description:**

Citizens who want to pay for an Administration Fee have to login to the e-Fee (e-Paravolo) portal and file an application. The following fields must be completed:

* Administrative Fee category
* Administrative Fee Type
* VAT number – this field is required; if not provided, the user has to complete mother’s name and date of birth.
* Surname
* Name
* Father’s name

The fields “VAT number”, “Surname”, “Name”, and “Father’s Name” are pre-filled for authenticated users.

Upon completing the form the citizen can submit it. The result is a unique e-Fee payment code and a deadline for paying the fee. This information can be printed and/or sent by email, assuming the user has provided a valid email address.

The next step in the process is the fee’s payment through the following channels: visit a bank’s branch or a post office, e-banking services, or credit card (on the General Secretariat of Information Systems–GSIS portal). The stakeholders utilize the unique e-Fee payment code to unambiguously identify the transaction.

The payment is accomplished through the DIAS interbanking system which provides payment services consumed by GSIS for the needs of the e-Fee service. DIAS, upon clearing an e-Fee transactions sends a list of e-Fee payment codes that have been successfully processed, i.e. a payment has been made.