SECTION 1: THE GOVERNANCE OF OPEN GOVERNMENT

Contact information

*RESPONDENTS' INFORMATION FOR SECTION 1 "THE GOVERNANCE OF OPEN GOVERNMENT"			
	Respondent 1 *(main contributor to this section)*	**Respondent 2** *(if relevant)*	**Respondent 3** *(if relevant)*
Name of Institution / Ministry / Department:			
Relevant website:			
First and last names			
Job title:			
Contact email:			
Contact telephone number:			

Instructions

When filling out the excel sheet, please consider that:

► Mandatory questions are marked with a red asterisk (*) and their response fields will remain red until an answer is selected or entered.
► Fields for answers to questions that do not apply to you (on the basis of your previous answers) are blacked out. Please do not enter text into these fields.
► Optional questions appear in white and are also marked with OPTIONAL.

► Please read the notes and examples included in the questions. In some cases you will find indications on how to answer if the question does not apply to your country.
► Whenever a definition is relevant to answer a question, this is highlighted in the row "Definition(s) from the glossary" just below the question. To see the full definition, click on the word with the hyperlink and you will be taken to the corresponding section of the glossary. Please check the glossary if any term is unclear and is not highlighted in this manner.
► Whenever there is an example in a table, this is provided as a comment and indicated through the usual red corner of the cell. To see the comment, simply hover over the cell with your mouse.
► A drop-down menu is only visible if you click on the cell that contains it (you will see an arrow in the bottom-right corner). To clear the contents of a cell with a drop-down menu, press "delete" on your keyboard.
► If you select the "other" option, please fill in the box at the bottom of the relevant question clarifying your answer.

Should you face problems in using the Excel or OneDrive folder, please send an email to SurveyOpenGovernment@oecd.org or contact Benedict Stefani (+(33-1) 45 24 99 29). We will be happy to assist you.

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SUB-SECTION 1: DEFINING OPEN GOVERNMENT

This sub-section focuses on the way(s) countries define the concept of open government and on their membership in international coalitions that contribute to the promotion of the principles of open government.

1. *What type of definition(s) of open government does your central / federal government have (as of 31 October 2020)?

Note *: Given the wide range of policies and practices associated with the concept of open government, this question seeks to investigate how your central/federal government defines it.*

Example(s): *In Country A, all public institutions use one common official definition of open government. Country A, hence, checks option a) in Q1. This definition builds on the OECD's definition and was produced and formally endorsed by Country A's Open Government Committee. in Q1.1 below, Country A, hence, selects option c). Country A then provides its official definition in Q1.2 below.*

In Country B, public institutions use different working definitions of open government as a basis to design their own open government initiatives. These working definitions differ substantially. Country B, hence, selects option b) in Q4 and references all different sources of these definitions in Q4.1 below. It then provides an overview of the different working definitions in Q4.2 below.

Relevant definitions from the glossary: "Official definition"; "Working definition"

Please check all that apply.

- ☐ ***a) One or several official definition(s)***
- ☐ ***b) One or several working definition(s)***
- ☐ ***c) Other. Please specify below***
- ☐ ***d) The government has no definition of open government***

If other was selected, please specify in the box below:

If you selected options "a" or "b" in Q1 above, please answer Q1.1 (mandatory).

1.1 *What is/are the source(s) of the definition(s) of open government used by your central/federal government?

Example(s): *Country A has one official definition of open government. This definition builds on the OECD's definition. Country A, hence, selects option "c".*

In Country B, public institutions use different working definitions of open government as a basis to design their own open government initiatives. Some of these working definitions take the OGP's definition as a source while others were independently designed by public institutions. Country B, hence, selects options "a" and "d" in Q1.1. and provides the different working definitions in Q1.2.

Please check all that apply.

- ☐ ***a) The government***
- ☐ ***b) The academia***
- ☐ ***c) OECD***
- ☐ ***d) Open Government Partnership (OGP)***
- ☐ ***e) Other: please specify***

If "other" was selected, please specify in the box below:

If you selected options "a" or "b" in Q1 above, please answer Q1.2 (mandatory).

1.2. *Please provide the definition(s) in the box below.

Note: *Please provide the definition(s) used in your country.*
If your country has both official and working definitions, please provide all of them and specify to which category each of them belongs.
If possible, please translate all definitions into English.

If you selected options "a" or "b" in Q1 above, please answer Q1.3 (mandatory).

1.3. *Has/have your country's definition(s) been changed in the past 5 years? If so, why, when and how?

Note *: If your definition(s) of open government have changed since the 2015 OECD Survey on Open Government and Citizen Participation in the Policy Cycle, please describe why and when this change happened and how the process for changing it/them rolled out.*

Please use the box to explain your answer.

2. *Of which of the following international coalitions in the area of open government is your country a participant / member (as of 31 October 2020)?

Relevant definitions from the glossary: "International Coalition in the area of open government" "Open Government Partnership"

Please check all that apply.

- ☑ ***a) Open Government Partnership (OGP)***
- ☐ ***b) Open Contracting Partnership***
- ☐ ***c) Extractive Industry Transparency Initiative (EITI)***
- ☐ ***d) Construction Sector Transparency Initiative (CoST)***
- ☐ ***e) Open Data Charter***
- ☐ ***f) Global Initiative for Fiscal Transparency (GIFT)***
- ☐ ***g) Community of Democracies (Warsaw Declaration)***
- ☐ ***h) United Nations Convention on Access to Information, Public Participation in Decision-Making and Access to Justice in Environmental Matters (Aarhus Convention)***
- ☐ ***i) Other(s). Please specify in comments below:***
- ☐ ***j) None of the above***

If option "i" (Other(s)) was selected, please specify in the box below:

2.1. (OPTIONAL) Please feel free to provide any further comments relating to Q2.

Note *: Please feel free to provide any additional comments, explanations, background, etc.*

SUB-SECTION 2: CONSTITUTIONAL, LEGAL AND REGULATORY PROVISIONS ON THE PRINCIPLES OF OPEN GOVERNMENT

The purpose of this sub-section is to gather relevant data on legislation and regulations, i.e. constitutional provisions, laws and regulations that are essential for the principles of open government in your country (provision 2).

To avoid duplications and reduce the burden on respondents, the Secretariat will conduct additional desktop research on legal and regulatory frameworks of open government and will review answers already given by your country in other OECD surveys. Information collected through the following OECD surveys and indices will be used to compile relevant sections of the OECD Open Government Dashboards:

- The 2020 Survey on Digital Government Indicators
- The OECD Indicators of Regulatory Policy and Governance
- The OECD Integrity Indicators (forthcoming)
- The 2019 Lobbying Monitoring Survey (forthcoming)
- The 2020 OECD OURdata Index on Open Government Data
- 2016 OECD Survey on Public Procurement
- 2014 OECD OECD Survey on managing Conflict of Interest in the executive branch and Whistleblower Protection

This sub-section provides an opportunity for countries to highlight essential legislation that is not covered in any other sections of this questionnaire or other OECD surveys. You should feel free to refer back to this sub-section (and Q5 in particular) once you have answered all other parts of this survey.

3. *Do your country's constitution, laws and / or regulations include provisions on any of the following selected elements relating to open government?

Note: *Please feel free to mention the same law or regulation multiple times referencing different relevant sections of it/them.*

If your country does not have a legal provision on any of the options provided below, please answer "NA" in sub-question 1 (first row of the table) for each applicable provision ("a"-"e").

Example(s): *Country A has embedded the right to initiate legal change by popular initiative in Article 50 of the Constitution in the Second Chapter on citizens' rights. Country A, hence, provides the name of its Constitution in sub-question 1 and specifies Article 50 in sub-question 2.*

Relevant definition(s) from the glossary: "Citizen and stakeholder participation"

Please fill in the table, answering sub-questions 1-4 for each of the elements relating to open government ("a"-"e").

	a) Citizen and / or stakeholder participation in policy-making and / or service delivery	b) Petitions or other forms of citizens' initiatives	c) Referenda or other forms of direct citizen voting	d) Collection and usage of feedback by government entities (e.g. on satisfaction with the procurement process; excluding provisions in Access to Information legislation)	e) Handling of citizens' complaints (e.g. on public services) within government entities or through an independent public institution (excluding provisions in Access to Information legislation)
1. For each of the elements ("a"-"e"), what is / are the name(s) of the legal document(s)? *(Please specify)*					
2. For each of the elements, what are the relevant sections / articles of the legal document(s)? *(Please specify)*					
3. For each of the elements, what is / are the web link to the document(s)? (OPTIONAL).					
4. Please provide any further comment(s) (OPTIONAL)					

3.1 (OPTIONAL) Please provide any further comments on Q3.

Note*: Please feel free to provide any additional comments, explanations, background, etc.*

4. *Do your country's civil service law, codes of conduct and/or comparable legal documents that outline civil servants' obligations refer to the principles of open government?

Note: *If your country has any of these documents in place, please provide the name of the document in sub-question 1 and, under the relevant principle, please specify the relevant article, paragraph or section (sub-questions 3-6). If not, please write NA in sub-question 1 (only once)*

Example(s): *Country A's Public Service Act of 2009 includes a section that outlines the Code of Conduct for Public Servants. In Article 5, the Code of Conduct states that all civil servants are accountable to citizens. Country A fills in the table, answering sub-questions 1-7.*

Definition(s) from the glossary: "Principles of open government"

Please fill in the table, answering sub-questions 1-7 for up to five (5) documents (e.g. code of conduct, civil service law, etc.).

	Document 1	*Document 2*	*Document 3*	*Document 4*	*Document 5*
1. Please provide the name of the document.					
2. Please provide the web link to the document.					
3. If applicable, please specify the section(s) referring to transparency.					
4. If applicable, please specify the section(s) referring to integrity.					
5. If applicable, please specify the section(s) referring to accountability.					
6. If applicable, please specify the section(s) referring to citizen and stakeholder participation					
7. Please provide any further comment(s) (OPTIONAL)					

4.1 (OPTIONAL) Please feel free to provide any further comments relating to Q4.

Note: *Please feel free to provide any additional comments, explanations, background, etc.*

5. (OPTIONAL) Are there any other laws or regulations (e.g. decrees, directives, government resolutions, etc.) that contribute to the mainstreaming of the principles of open government in your country that you wish to highlight?

Note: *This question provides you with an opportunity to reference any relevant pieces of legislation and / or regulation that you deem essential to your efforts to promote the principles of open government. Please only focus on the most relevant pieces of legislation and regulation that are not referenced in other parts of this survey, nor in the other sources detailed in the introduction to this section.*

Please feel free to get back to this question, once you have answered all other questions of this survey.

Example(s): *In Country A imany relevant decisions are taken at the subnational level. The Charter of Self-Government for local governments includes Article 10 on the right of citizens to participate in public affairs at the local level, and in Article 15 the obligation of local governments to hold public hearings for any changes regarding the delivery of public services, such as education and health.Country A, hence, fills in the table providing information about the Charter of Self-Government for local governments.*

Definition(s) from the glossary *:* "Transparency"; "Accountability"; "Integrity"; "Citizen and stakeholder participation"

Please fill in the table below, answering sub-questions 1-5 for up to five (5) laws / regulations.

	Law/ Regulation 1	*Law/ Regulation 2*	*Law/ Regulation 3*	*Law/ Regulation 4*	*Law/ Regulation 5*
1. Please provide the name of the law / regulation.					
2. Please specify the relevant sections / articles of the law / regulation.					
3. Please provide the web link to the law / regulation.					
4. Please briefly elaborate on the relevance of the law / regulation for promoting the principles of open government in your country.					
5. Please provide any further comment(s) (OPTIONAL)					

5.1 (OPTIONAL) Please feel free to provide any further comments relating to Q5.

Note: *Please feel free to provide any additional comments, explanations, background, etc.*

SUB-SECTION 3: WHOLE-OF-GOVERNMENT POLICY FRAMEWORK FOR OPEN GOVERNMENT

This sub-section seeks to find out which high-level policy documents in your country include objectives or initiatives relating to the open government principles of transparency, accountability, integrity, and citizen and stakeholder participation.

Once you have provided your answers to all sections of this survey, you should feel free to refer back to Q6.5 of this sub-section as it gives countries the opportunity to highlight any further practices, processes and procedures that contribute to the creation of a culture of open government in you country that are not referenced in other questions.

6. *Please list the most important policy documents of the current central / federal government that promote the principles of open government and that were under implementation on 31 October 2020.

Note: *Policy documents should meet all of the following criteria (1) cover a period of two years or more, (2) involve more than one public institutions from the central/federal level of government, (3) include objectives/initiatives in the areas of transparency, accountability, integrity and/or citizen and stakeholder participation. Policy documents can include, but are not limited to: an Open Government Strategy; OGP Action Plan, Relevant sections of the Government Programme; National Development Plan; Public Sector Modernization Strategy; relevant sections of a Digital Government Strategy; Integrity Strategy, Open Data Strategy, Participation Strategy, etc.*

Please list no more than five (5) priority policy documents.

Whenever possible, please provide the documents in English.

Please note that policy documents that are currently being developed/formulated should not be included in this list. Please feel free to list these in the comments box in Q6.5 below.

Countries that do not have a tradition of designing policy documents should contact the OECD Secretariat to decide how to proceed with the rest of section 1 (The Governance of Open Government).

Example(s): *In Country A, the National Public Sector Modernization Strategy (2016-2021) which includes a number of concrete open government initiatives, as well as the OGP Action Plan (2019-2020) are the main policy documents that promote the principles of open government that were under implementation on 31 October 2020. Country A, hence, lists these documents in the table below.*

Country B has three main policy documents that promote the principles of open government, the National Development Plan (2016-2021), the Open Data Policy (2017-2022) and the Participation Strategy (2017-2022). Country B provides information about these documents in the table below.

Definition(s) from the glossary: "Policy document" "Central / federal government"

Please fill in the table, answering sub-questions 1-4 for a maximum of five (5) priority policy documents.

	Policy document 1:	*Policy document 2*	*Policy document 3*	*Policy document 4*	*Policy document 5*
1. Please provide the name of the policy document.					
2. Please specify the date of adoption of the policy document.					
3. Please specify the validity / period covered by the policy document.					
4. Please provide the web link to the document or upload it to the OneDrive folder.					
5. Please detail which sections refer to open government and/or its principles (if the document is not available in English, please also include the page numbers).					

6.1 *Are any of your policy documents that promote the open government principles of transparency, accountability, integrity, and citizen and stakeholder participation formally linked with your country's 2030 agenda (i.e. the United Nations Sustainable Development Goals - SDGs)? If yes, please also elaborate on what specific SDGs open government supports.

6.2 (OPTIONAL) Were gender equality related commitments included in any of the policy documents listed in Q6? If yes, kindly specify the scope of the gender equality considerations.

Note *: Gender equality considerations could be integrated into the policy document(s) on open government, for example, through commitments to publishing gender-disaggregated open data, data on gender-wise composition of public institutions, gender-disaggregated budget data and analysis, etc. Gender-equality commitments can include reducing gender-based violence, increasing the access of women-owned businesses to public procurement opportunities, among others. Please feel free to provide information on any such considerations that have been included in the document(s) you selected as your most important policy document(s).*

6.3 (OPTIONAL) Were youth related commitments included in any of the policy documents listed in Q6? If yes, kindly specify the scope of the youth commitm

6.4 (OPTIONAL) Were LGBTIQ+ related commitments included in any of the policy documents listed in Q6? If yes, kindly specify the scope of these LGBTIQ+-related commitments.

Note: *LGBTIQ+-related commitments could include any policies to increase social acceptance of LGBTIQ+ people, increase the social and economic inclusion of LGBTIQ+ people, protection of LGBTIQ+ people's civil liberties, and/or protection against discrimination.*

6.5 (OPTIONAL) Please feel free to provide any further comments on Q6.

Note: *Please feel free to provide any additional contextual comments on the document(s) that you selected as your country's most important policy document(s).*

6.6 (OPTIONAL) Are there any further practices, processes, and procedures that are not covered by the policy documents listed in Q6 or of the laws/regulations listed in Q4 and that contribute to the creation of a culture of open government in your country that you wish to highlight?

Note: *This question provides you with an opportunity to reference any relevant practices, processes and procedures that you deem essential to the promotion of the principles of open government in your country. Please only focus on the most relevant ones that are not referenced in other parts of this survey.*

Please feel free to get back to this question, once you have answered all other questions of this survey.

Please fill in the table, answering sub-questions 1 to 3 for a maximum of five (5) practies, processes and / or procedures.

	Practice / Process / Procedure 1	*Practice / Process / Procedure 2*	*Practice / Process / Procedure 3*	*Practice / Process / Procedure 4*	*Practice / Process / Procedure 5*
1. Please provide the name of the practice / process / procedure					
2. Please briefly describe the practice / process / procedure and its relevance for open government in your country					
3. If available, please provide relevant web link(s).					

SUB-SECTION 4: PARTICIPATION IN POLICY DESIGN

This sub-section focuses on the involvement of citizens and stakeholders in the design of a country's main policy documents on open government.

7. *What type of public and non-public stakeholders beyond the central / federal government were consulted and / or engaged in the design of the policy document(s) mentioned in Q6?

Note: *This question asks about the consultation and/or engagement of both public and non-public stakeholders (e.g. civil society organisations, academia, the private sector, etc.) in the design / formulation / development of the main policy documents.*

Please note that this survey also includes specific questions on citizen and stakeholder participation in the implementation (Q29) and in monitoring and evaluation (Q31) of your country's main policy documents.

Example(s)*: The workshops to design Country A's OGP Action Plan (the first main policy document provided in Q6) iwere open to sub-national governments. Country A, hence, selects option "d" in sub-question 1. In addition, citizens, representatives from academia, CSOs, business organisations and trade unions participated in these workshops. Country A selects options "a", "b", "c", "d" and "e" in sub-question 2.*

The consultation session for Country A's Open Data Policy (the second main policy document provided in Q6) involved representatives from trade unions and business organisations but no public stakeholders. Country A, hence, selects option "h" in sub-question 1 and options "c" and "d" in sub-question 2.

Definition(s) from the glossary*:* "Citizen and stakeholder participation" "Consultation" "Engagement" "Non-public stakeholders" "Independent public institutions" "Citizen" "Public stakeholders"

For each policy document, please answer sub-questions 1-2.

	Policy document 1	*Policy document 2 (if applicable)*	*Policy document 3 (if applicable)*	*Policy document 4 (if applicable)*	*Policy document 5 (if applicable)*
Name of the policy document, as mentioned in Q6 (prefilled automatically)					
1. Please select **all public stakeholders** that were consulted and / or engaged in the design from the drop-down menu.	a) Prime minister's/President's office/Cabinet office b) Other central/federal government institutions. Please specify: c) Independent public institutions. Please specify: d) Subnational governments e) Institutions from the judicial branch f) Institutions from the legislative branch g) Other. Please specify: h) None of the above i) Don't know/Not applicable	a) Prime minister's/President's office/Cabinet office b) Other central/federal government institutions. Please specify: c) Independent public institutions. Please specify: d) Subnational governments e) Institutions from the judicial branch f) Institutions from the legislative branch g) Other. Please specify: h) None of the above i) Don't know/Not applicable	a) Prime minister's/President's office/Cabinet office b) Other central/federal government institutions. Please specify: c) Independent public institutions. Please specify: d) Subnational governments e) Institutions from the judicial branch f) Institutions from the legislative branch g) Other. Please specify: h) None of the above i) Don't know/Not applicable	a) Prime minister's/President's office/Cabinet office b) Other central/federal government institutions. Please specify: c) Independent public institutions. Please specify: d) Subnational governments e) Institutions from the judicial branch f) Institutions from the legislative branch g) Other. Please specify: h) None of the above i) Don't know/Not applicable	a) Prime minister's/President's office/Cabinet office b) Other central/federal government institutions. Please specify: c) Independent public institutions. Please specify: d) Subnational governments e) Institutions from the judicial branch f) Institutions from the legislative branch g) Other. Please specify: h) None of the above i) Don't know/Not applicable
2. Please select **all non-public stakeholders** that were consulted and / or engaged in the design from the drop-down menu.	a) Civil society organisations b) Academia c) Private sector / business organisations d) Trade unions e) Citizens f) Other: please specify g) None of the above h) Don't know/Not applicable	a) Civil society organisations b) Academia c) Private sector / business organisations d) Trade unions e) Citizens f) Other: please specify g) None of the above h) Don't know/Not applicable	a) Civil society organisations b) Academia c) Private sector / business organisations d) Trade unions e) Citizens f) Other: please specify g) None of the above h) Don't know/Not applicable	a) Civil society organisations b) Academia c) Private sector / business organisations d) Trade unions e) Citizens f) Other: please specify g) None of the above h) Don't know/Not applicable	a) Civil society organisations b) Academia c) Private sector / business organisations d) Trade unions e) Citizens f) Other: please specify g) None of the above h) Don't know/Not applicable

If option "b" (Other central/federal government institutions) was selected in sub-question 1, please specify which institutions in the box below:

If option "c" (Independent public institutions) was selected in sub-question 1, please specify which institutions in the box below:

If option "g" (Other) was selected in sub-question 1, please specify in the box below:

If option "f" (Other) was selected in sub-question 2, please specify in the box below:

If you selected any "non-public stakeholders" in sub-question 2 of Q7, please answer Q7.1.

7.1 *What channels were used to involve non-public stakeholders in developing the policy document(s)?

Example(s): *To design its OGP Action Plan, Country A conducted physical public meetings in the form of workshops (as part of the co-creation process) where any individual or organisation was allowed to propose commitments to be included in the OGP Action Plan and posted on. At the same time, the country has a Multi-Stakeholder Forum that was responsible to make a first selection of the commitments that emerged from the co-creation workshops. Hence country A selects options a) and e) in sub-question 1.*

At the moment of drafting Country A's Open Data Policy, government representatives met with representatives of trade unions at the trade union headquarters, these meetings did not include any formal proceedings (there was no commitment from the part of the government to take up the trade unions' suggestions). At the same time, the government representatives invited the representatives of business unions to the government offices and asked them to provide their feedback on the draft Strategy. The proceedings of this meeting were published in an official website and the government representatives committed to provide answers to business unions' suggestions. Therefore, for Country A there were both formal and informal consultations with selected groups and it selects options "c" and "d" in sub-question 1.

Definition(s) from the glossary: "Non-public stakeholders" "Public meetings" "Informal consultations with selected groups" "Formal consultations with selected groups" "Advisory groups" "Preparatory committee" "Broad circulation of proposal for comments" "Public Consultation over the internet"

For each policy document, please answer sub-question 1.

	Policy document 1	*Policy document 2 (if applicable)*	*Policy document 3 (if applicable)*	*Policy document 4 (if applicable)*	*Policy document 5 (if applicable)*
Name of the policy document, as mentioned in Q6 (prefilled automatically)					
1. Please select all channels that have been used to involve stakeholders in developing it from the drop-down menu.	a) Physical public meetings b) Virtual public meetings c) Informal consultation with selected groups d) Formal consultation with selected groups e) Advisory group or preparatory committee f) Broad circulation of proposals for comment g) Posting proposals on the internet without invitation to comment h) Public consultation conducted over the internet with invitation to comment i) Co-creation / co-production meetings j) Other, please specify:	a) Physical public meetings b) Virtual public meetings c) Informal consultation with selected groups d) Formal consultation with selected groups e) Advisory group or preparatory committee f) Broad circulation of proposals for comment g) Posting proposals on the internet without invitation to comment h) Public consultation conducted over the internet with invitation to comment i) Co-creation / co-production meetings j) Other, please specify:	a) Physical public meetings b) Virtual public meetings c) Informal consultation with selected groups d) Formal consultation with selected groups e) Advisory group or preparatory committee f) Broad circulation of proposals for comment g) Posting proposals on the internet without invitation to comment h) Public consultation conducted over the internet with invitation to comment i) Co-creation / co-production meetings j) Other, please specify:	a) Physical public meetings b) Virtual public meetings c) Informal consultation with selected groups d) Formal consultation with selected groups e) Advisory group or preparatory committee f) Broad circulation of proposals for comment g) Posting proposals on the internet without invitation to comment h) Public consultation conducted over the internet with invitation to comment i) Co-creation / co-production meetings j) Other, please specify:	a) Physical public meetings b) Virtual public meetings c) Informal consultation with selected groups d) Formal consultation with selected groups e) Advisory group or preparatory committee f) Broad circulation of proposals for comment g) Posting proposals on the internet without invitation to comment h) Public consultation conducted over the internet with invitation to comment i) Co-creation / co-production meetings j) Other, please specify:

If option "j" (Other) was selected in sub-question 1, please specify in the box below:

If you selected any "non-public stakeholders" in sub-question 2 of Q7 above, please feel free to answer Q7.2 (optional).

7.2. (OPTIONAL) Were any of the following types of support offered for non-public stakeholders to attend in-person meetings to design your country's main policy document(s)?

Note: *This question seeks to investigate whether your government provided support to non-public stakeholders to attend in-person meetings to consult/engage them in the design of the main policy document(s).*
Please use the category "other" to mention any other ways in which you accommodated for the needs of specific groups.

Example(s): *For its OGP-Action Plan (the first main policy document provided in Q6), Country A provided childcare facilities and lactation rooms in order to foster the participation of socioeconomically disadvantaged women. Sign-language interpretation was also provided. Hence, Country A selects "accessibility for people with disabilities", "childcare facilities" and "lactation room" (options "a", "d" and "e") in sub-question 1.*

For the design of the Open Data Policy of Country A (the second main policy document provided in Q6), among the various business unions that contributed to the process was the Indigenous Chamber of Commerce. Since its headquarters are located in a remote region, the government decided to cover their transportation costs to participate in in-person meetings. Hence, Country A selects "covering expenses" (option "c") in sub-question 1.

Definition(s) from the glossary: "Non-public stakeholders"

For each policy document, please answer sub-question 1.

	Policy document 1	*Policy document 2 (if applicable)*	*Policy document 3 (if applicable)*	*Policy document 4 (if applicable)*	*Policy document 5 (if applicable)*
Name of the policy document, as mentioned in Q6 (prefilled automatically)					
1. Please select all types of support that were offered from the drop-down menu.	a) Accessibility for people with disabilities (e.g. sign-language translation) b) Translation or interpretation c) Covering expenses (e.g. transportation costs) d) Childcare facilities (e.g. play area) e) Lactation room f) Organisation of activities outside school/university hours to ensure young people can participate g) Other. Please specify h) No support was offered i) There were no in person meetings	a) Accessibility for people with disabilities (e.g. sign-language translation) b) Translation or interpretation c) Covering expenses (e.g. transportation costs) d) Childcare facilities (e.g. play area) e) Lactation room f) Organisation of activities outside school/university hours to ensure young people can participate g) Other. Please specify h) No support was offered i) There were no in person meetings	a) Accessibility for people with disabilities (e.g. sign-language translation) b) Translation or interpretation c) Covering expenses (e.g. transportation costs) d) Childcare facilities (e.g. play area) e) Lactation room f) Organisation of activities outside school/university hours to ensure young people can participate g) Other. Please specify h) No support was offered i) There were no in person meetings	a) Accessibility for people with disabilities (e.g. sign-language translation) b) Translation or interpretation c) Covering expenses (e.g. transportation costs) d) Childcare facilities (e.g. play area) e) Lactation room f) Organisation of activities outside school/university hours to ensure young people can participate g) Other. Please specify h) No support was offered i) There were no in person meetings	a) Accessibility for people with disabilities (e.g. sign-language translation) b) Translation or interpretation c) Covering expenses (e.g. transportation costs) d) Childcare facilities (e.g. play area) e) Lactation room f) Organisation of activities outside school/university hours to ensure young people can participate g) Other. Please specify h) No support was offered i) There were no in person meetings

If you selected any "non-public stakeholders in Q7 above, please answer Q7.3.

7.3. *Did any of the non-public stakeholders that were consulted and / or engaged in the elaboration of the policy document(s) specifically represent the interest of the following groups?

Note: *If there were no non-public stakeholders that were consulted and / or engaged in the elaboration of the policy document(s) that specifically represented the interest of any of the groups provided in the drop-down menu, please select option "l" (none of the above).*

For each policy document, please answer sub-question 1.

	Policy document 1	*Policy document 2 (if applicable)*	*Policy document 3 (if applicable)*	*Policy document 4 (if applicable)*	*Policy document 5 (if applicable)*
Name of the policy document, as mentioned in Q6 (prefilled automatically)					
1. Please select all interests of specific groups that were represented from the drop-down menu.	a) Youth b) Women c) Individuals with particular religious affiliations d) LGBTIQ+ people e) Minority ethnic groups f) Refugees/asylum seekers/migrants g) Elderly (people aged 65+) h) Socially or economically marginalized people i) People with special needs or disabilities k) Other. Please specify:	a) Youth b) Women c) Individuals with particular religious affiliations d) LGBTIQ+ people e) Minority ethnic groups f) Refugees/asylum seekers/migrants g) Elderly (people aged 65+) h) Socially or economically marginalized people i) People with special needs or disabilities k) Other. Please specify:	a) Youth b) Women c) Individuals with particular religious affiliations d) LGBTIQ+ people e) Minority ethnic groups f) Refugees/asylum seekers/migrants g) Elderly (people aged 65+) h) Socially or economically marginalized people i) People with special needs or disabilities k) Other. Please specify:	a) Youth b) Women c) Individuals with particular religious affiliations d) LGBTIQ+ people e) Minority ethnic groups f) Refugees/asylum seekers/migrants g) Elderly (people aged 65+) h) Socially or economically marginalized people i) People with special needs or disabilities k) Other. Please specify:	a) Youth b) Women c) Individuals with particular religious affiliations d) LGBTIQ+ people e) Minority ethnic groups f) Refugees/asylum seekers/migrants g) Elderly (people aged 65+) h) Socially or economically marginalized people i) People with special needs or disabilities k) Other. Please specify:

If "other" was selected, please specify in the box below:

7.4. (OPTIONAL) Please feel free to provide any further comments relating to Q7.

Note*: Please feel free to provide any additional comments, explanations, background, etc.*

SUB-SECTION 5: INSTITUTIONAL RESPONSIBILITIES FOR OPEN GOVERNMENT ACROSS THE WHOLE-OF-GOVERNMENT

This sub-section seeks to understand, for each of the policy documents mentioned in the Q6, whether there is a specific office that is responsible for coordinating the implementation of the open government initiatives included in them, and whether there is a high-level government representative who oversees their implementation.

8. *For each policy document provided in Q6, which of the following institution(s) endorsed it?

Note(s): *For the purpose of this question, "endorse" refers to an official procedure (signature, vote, etc.) to declare a public approval of the document and thus gives it a political recognition.*

Endorsement may also be given through the publication of the policy document in the official journal of the government or through an internal directive / decree. If this was the case in your country, please specify in the comments box in Q8.1 below.

Example(s): *Country A selected the OGP Action Plan as one of its most important policy documents in Q6. The country's current OGP Action Plan has been approved by the Cabinet of Ministers. Country A, hence, selects option "b" in sub-question 1. Country A's second main policy document, the Open Data Policy includes forewords by the Head of State as well as by the Minister of Public Administration. Both of them endorse the Strategy and declare it to be of public interest, hence options "c" and "d" in sub-question 1 for the Open Data Policy.*

For each policy document, please answer sub-question 1.

	Policy document 1	*Policy document 2 (if applicable)*	*Policy document 3 (if applicable)*	*Policy document 4 (if applicable)*	*Policy document 5 (if applicable)*
Name of the policy document, as mentioned in Q6 (prefilled automatically)					
1. For each policy document, please check all options that apply.	☐ ***a) Parliament***	☐ ***a) Parliament***	☐ ***a) Parliament***	☐ ***a) Parliament***	☐ ***a) Parliament***
	☐ ***b) Cabinet of Ministers***	☐ ***b) Cabinet of Ministers***	☐ ***b) Cabinet of Ministers***	☐ ***b) Cabinet of Ministers***	☐ ***b) Cabinet of Ministers***
	☐ ***c) Minister: Please specify below:***	☐ ***c) Minister: Please specify below:***	☐ ***c) Minister: Please specify below:***	☐ ***c) Minister: Please specify below:***	☐ ***c) Minister: Please specify below:***
	☐ ***d) Head of State***	☐ ***d) Head of State***	☐ ***d) Head of State***	☐ ***d) Head of State***	☐ ***d) Head of State***
	☐ ***e) Head of Government***	☐ ***e) Head of Government***	☐ ***e) Head of Government***	☐ ***e) Head of Government***	☐ ***e) Head of Government***
	☐ ***f) Other: Please specify below***	☐ ***f) Other: Please specify below***	☐ ***f) Other: Please specify below***	☐ ***f) Other: Please specify below***	☐ ***f) Other: Please specify below***
	☐ ***g) None***	☐ ***g) None***	☐ ***g) None***	☐ ***g) None***	☐ ***g) None***
	☐ ***h) Don't know / not applicable***	☐ ***h) Don't know / not applicable***	☐ ***h) Don't know / not applicable***	☐ ***h) Don't know / not applicable***	☐ ***h) Don't know / not applicable***

If option "c" (Minister) was selected for any policy document, please specify:

If option "f" (Other) was selected for any policy document, please specify:

8.1. (OPTIONAL) Please feel free to provide any further comments relating to Q8.

Note*: Please feel free to provide any additional comments, explanations, background, etc.*

9. *Please provide details of the office(s) in charge of coordinating the implementation of open government initiatives included in the policy documents mentioned in Q6 (as of 31 October 2020).

Note(s)*: This question asks specifically about the public institution that is in charge of coordinating the implementation of open government initiatives included in the policy documents that were provided in Q6. In cases where there is no coordinating / leading public institution (e.g. a committee / commission coordinates the implementation), please explain this is in the comments section below (Q9.1).*

Sub-question 3 refers to the most senior employee who is directly involved in coordinating the implementation of the open open government initiatives in such document.

Sub-question 4 refers to the employees directly working on the implementation of the open government initiatives in such document.

If an office is responsible for coordinating more than one policy, please answer sub-question 1 for both documents, and only fill in sub-questions 2 to 6 once for this office.

If there have been any changes since 31 October 2020, please explain them in the comments below.

Example(s): *In Country A, the implementation of the OGP Action Plan (one of the main policy documents mentioned in Q6) is co-ordinated by the Office for Transparency and Participation in the Ministry of Interior. Country A , hence, includes the details about this office in sub-questions 1 to 7.*

Country A also included its Open Data Policy as one of its main policy documents in Q6. The Open Data Policy has several initiatives related to open government, including to enhance open government data standards through the development of APIs. The office responsible for coordinating the implementation of the Open Data Policy (and the open government initiatives included in it) is the office of the Chief Information Officer. Country A, hence, includes details about the office of the Chief Information Officer in sub-questions 1 to 7.

Country B included its Public Sector Modernization Strategy as one of its main policy documents in Q6. The Public Sector Modernization Strategy includes an initiative to draft a law on participatory budgeting at the federal level. The office responsible for coordinating the implementation of this initiative is the Legal Department of the Cabinet Office. Country A, hence, mentions the "Legal Department of the Cabinet Office" in sub-question 1.

Definition(s) from the glossary *:* "Office" "Managers"

For each policy document, please answer sub-questions 1 to 7.

	Policy document 1	*Policy document 2 (if applicable)*	*Policy document 3 (if applicable)*	*Policy document 4 (if applicable)*	*Policy document 5 (if applicable)*
Name of the policy document, as mentioned in Q6 (prefilled automatically)					
1. Which office is in charge of the coordination of the open government initiatives included in the policy document? *(Please provide the name of the office, both in English and in your country's official language)*					
2. Where is this office located institutionally? *(Please select one option from the drop-down menu).*	a) President's / Prime Minister's Office / Cabinet Office b) Ministry of Public Administration / Modernization / Planning c) Ministry of Finance d) Ministry of Interior e) Ministry of Foreign Affairs f) Ministry of Justice g) Other line Ministry / Department h) Independent public institutions i) Other: please specify.	a) President's / Prime Minister's Office / Cabinet Office b) Ministry of Public Administration / Modernization / Planning c) Ministry of Finance d) Ministry of Interior e) Ministry of Foreign Affairs f) Ministry of Justice g) Other line Ministry / Department h) Independent public institutions i) Other: please specify.	a) President's / Prime Minister's Office / Cabinet Office b) Ministry of Public Administration / Modernization / Planning c) Ministry of Finance d) Ministry of Interior e) Ministry of Foreign Affairs f) Ministry of Justice g) Other line Ministry / Department h) Independent public institutions i) Other: please specify.	a) President's / Prime Minister's Office / Cabinet Office b) Ministry of Public Administration / Modernization / Planning c) Ministry of Finance d) Ministry of Interior e) Ministry of Foreign Affairs f) Ministry of Justice g) Other line Ministry / Department h) Independent public institutions i) Other: please specify.	a) President's / Prime Minister's Office / Cabinet Office b) Ministry of Public Administration / Modernization / Planning c) Ministry of Finance d) Ministry of Interior e) Ministry of Foreign Affairs f) Ministry of Justice g) Other line Ministry / Department h) Independent public institutions i) Other: please specify.
3. What is the level of the most senior employee in the office? *(Please select one option from the drop-down menu).*	a) D1 manager (part of ISCO-08 1112) b) D2 Manager (part of ISCO-08 11 and 112) c) D3 Manager (part of ISCO-08 12) d) D4 Manager (part of ISCO-08 121) e) Other. Please specify in comments.	a) D1 manager (part of ISCO-08 1112) b) D2 Manager (part of ISCO-08 11 and 112) c) D3 Manager (part of ISCO-08 12) d) D4 Manager (part of ISCO-08 121) e) Other. Please specify in comments.	a) D1 manager (part of ISCO-08 1112) b) D2 Manager (part of ISCO-08 11 and 112) c) D3 Manager (part of ISCO-08 12) d) D4 Manager (part of ISCO-08 121) e) Other. Please specify in comments.	a) D1 manager (part of ISCO-08 1112) b) D2 Manager (part of ISCO-08 11 and 112) c) D3 Manager (part of ISCO-08 12) d) D4 Manager (part of ISCO-08 121) e) Other. Please specify in comments.	a) D1 manager (part of ISCO-08 1112) b) D2 Manager (part of ISCO-08 11 and 112) c) D3 Manager (part of ISCO-08 12) d) D4 Manager (part of ISCO-08 121) e) Other. Please specify in comments.
4. What was the number of employees in full time equivalent (FTE) that were dedicated to the open government initiatives included in the policy document on August 31st, 2020? *(Please provide a number)*					
5. What is the gender ratio of employees in the office in full time equivalent (FTE)? *(Please provide a percentage value)* (OPTIONAL)					
6. What is the age composition of employee? *(Please briefly explain)* (OPTIONAL)					
7. Please provide the contact details of the office(s) / position(s).					

If "other" was selected in sub-question 2, please specify in the box below:

If "other" was selected in sub-question 3, please specify in the box below:

9.1. (OPTIONAL) Please feel free to provide any further comments relating to Q9.

Note*: Please feel free to provide any additional comments, explanations, background, etc.*

10. *Are any of the following topics part of the portfolio of the institution(s) in which the office(s) that co-ordinate(s) the implementation of the main policy document(s) is/are located?

Note*: This question seeks to investigate whether the office(s) that co-ordinate your country's main policy document on open government are part of an institutional structure (e.g. a Ministry) that also deals with other responsibilities relating to the principles of open government.*

Example(s): *In Country A, the Office for Transparency and Participation that is situated in the Ministry of the Interior is responsible for co-ordinating the OGP Action Plan. The Ministry of the Interior of Country A is also responsible for policies relating to digital government and public sector reform. Country A, hence, selects options "a" and "b" in sub-question 1.*

Country B's Legal Department of the Cabinet Office is responsible for co-ordinating the open government initiative included in the Public Sector Modernization Strategy. The Cabinet Office as a whole is responsible for the Public sector reform agenda, which includes public sector innovation. Country B, hence, selects options "a" and "e" in sub-question 1.

For each office (as mentioned in Q9), please answer sub-question 1.

	Office 1	Office 2 (if applicable)	Office 3 (if applicable)	Office 4 (if applicable)	Office 5 (if applicable)
Name of the office as mentioned in Q9 (automatically pre-filled)					
1. For each office please check all options that apply.	☐ ***a) Public sector reform / modernization***	☐ ***a) Public sector reform / modernization***	☐ ***a) Public sector reform / modernization***	☐ ***a) Public sector reform / modernization***	☐ ***a) Public sector reform / modernization***
	☐ ***b) Digital government***	☐ ***b) Digital government***	☐ ***b) Digital government***	☐ ***b) Digital government***	☐ ***b) Digital government***
	☐ ***c)Anti-corruption/Integrity***	☐ ***c)Anti-corruption/Integrity***	☐ ***c)Anti-corruption/Integrity***	☐ ***c)Anti-corruption/Integrity***	☐ ***c)Anti-corruption/Integrity***
	☐ ***d) Citizen participation***	☐ ***d) Citizen participation***	☐ ***d) Citizen participation***	☐ ***d) Citizen participation***	☐ ***d) Citizen participation***
	☐ ***e) Public sector innovation***	☐ ***e) Public sector innovation***	☐ ***e) Public sector innovation***	☐ ***e) Public sector innovation***	☐ ***e) Public sector innovation***
	☐ ***f) Open government data***	☐ ***f) Open government data***	☐ ***f) Open government data***	☐ ***f) Open government data***	☐ ***f) Open government data***
	☐ ***g) None of these topics***	☐ ***g) None of these topics***	☐ ***g) None of these topics***	☐ ***g) None of these topics***	☐ ***g) None of these topics***

10.1 (OPTIONAL) Please feel free to provide any further comments on Q10.
Note *: Please feel free to provide any additional comments, explanations, background, etc.*

If you selected "OGP" in Q2, please answer Q11 (mandatory).

11. *What are the specific responsibilities of the office that coordinated the implementation of the OGP Action Plan in your country (as of 31 October 2020)?

Example(s): *In Country A, the Office of Open Government and Transparency of the Ministry of the Interior is in charge of coordinating the co-creation and the implementation of the OGP Action Plan. It also implements some commitments included in the plan and is in charge of communications on the plan and its commitments. Country A, hence, checks options "a", "b", "c" and "h" in this question.*

Please check all that apply.

☐ ***a) Co-ordinate the co-creation of the OGP Action Plan***

☐ ***b) Co-ordinate the implementation of the OGP Action Plan***

☐ ***c) Implement commitment(s) included in the OGP Action Plan***

☐ ***d) Monitor (or co-ordinate the monitoring of) the implementation of the OGP***

☐ ***e) Evaluate (or co-ordinate the evaluation of) the impact of the implementation of the OGP Action Plan***

☐ ***f) Allocate funding to initiatives included in the OGP Action Plan***

☐ ***g) Coordinate the funding of the OGP Action Plan***

☐ ***h) Communicate around the OGP Action Plan and the commitments included in it***

☐ ***i) Raise awareness about the OGP process within government***

☐ ***j) Raise awareness about the OGP process with external stakeholders***

☐ ***k) Other. Please specify:***

If option "k" (Other) was selected, please specify in the box below:

If you selected "OGP" in Q2, please answer Q11.1 (mandatory).

11.1. *How many staff in full-time equivalent (FTE) are dedicated to coordinating the OGP process in your country?

Example(s): *In Country A, the Office for Transparency and Participation in the Ministry of Interior co-ordinates the OGP process. The Directorate has 12 full-time staff, as mentioned in Q9.4. As part of this Directorate, the team that is directly in charge of co-ordinating the OGP process and OGP activities consists of three people: the Point of Contact (PoC), a person in charge of the Mulit-stakeholder Forum and one communications advisor. Country A, hence, explains this in the box below.*

Please provide a number and elaborate on the team's composition in the box below.

If you selected "OGP" in Q2, please answer Q12 (mandatory).

12. *Did the office that coordinates the implementation of the OGP Action Plan (as mentioned in Q9) also have responsibilities for open government initiatives that were not included in your country's OGP Action Plan (as of 31 October 2020)?

Note *: This question complements Q9 and Q11 and seeks to investigate whether the office that coordinates the OGP Action Plan only / mainly focuses on this task or whether it has responsibilities for the broader openness agenda.*

Example(s): *In Country A, the Office for Transparency and Participation that is situated in the Ministry of the Interior is in charge of coordinating the OGP Action Plan process. In addition to those responsibilities that are directly linked to the Action Plan (see Q11.1), it is also in charge of the open data agenda of the government and for overseeing the implementation of the access to information legislation. Country A, hence, elaborates on these responsibilities in the box below.*

Please describe in the box below.

If you selected "OGP" in Q2, please answer Q13 (mandatory).

13. *Is / are there any high-level representative(s) responsible for overseeing the OGP Action Plan (as of 31 October 2020)?

Note *: Please indicate if there is a high-level and /or politically appointed public official (e.g. minister, deputy minister, secretary of state) that formally oversees the implementation of the OGP Action Plan.*

If there have been any changes since 31 October 2020, please note this in Q13.1 below.

Example(s): *In Country A, the OGP Action Plan process is coordinated by the Office for Transparency and Participation in the Ministry of Interior. In order to oversee the Action Plan process, Country A has appointed the Minister of the Interior as its high-level government representative. The Minister of the Interior represents Country A in OGP Global Summits and leads the country's application for the OGP Steering Committee. Country A, hence, provides details on the Minister of Interior as its High-level representative 1 in the table below. In addition to the Minister of Interior, the OGP Action Plan in Country A is overseen by the Parlimentary Committee on Transparency. Country A, hence, provides details on this Parliamentary Committee as its High-level representative 2.*

Please fill in the table below, answering sub-questions 1 to 3 for a maximum of three (3) high-level representatives.

	High-level representative 1 (if applicable)	High-level representative 2 (if applicable)	High-level representative 3 (if applicable)
1. Please provide the title of the high-level representative.			
2. Please specify the level of high-level representative (e.g. Minister, Deputy Minister, Parliamentary Committee).			
3. Please briefly describe the specific responsibilities of high-level representative relating to the implementation of the OGP Action Plan.			

13.1 (OPTIONAL) Please feel free to provide any further comments relating to Q13.
Note *: Please feel free to provide any additional comments, explanations, background, etc.*

If you selected "OGP" in Q2, please answer Q14 (mandatory).

14. *What happens to activities/commitments that emerged through the co-creation process but that did not ultimately get included in the OGP Action Plan?

Note(s) *: In the final decision on the commitments that are included in your country's OGP Action Plan, some ideas or commitments might not be included in it (because of other priorities set by the government or lack of sponsoring public authority). This question aims at understanding if there is an alternative to the non-selected commitments, for example to be part of other government strategies or to be implemented by non-public actors.*

Example(s): *Through the co-creation process of its second OGP Action Plan, Country A received proposals to include a commitment on improving the measurement of CO2 emissions in the main urban areas. This commitment was not selected for the current OGP Action Plan because it may take longer than two years, given the investment required to do so. The government is currently working on a five-year plan to reduce greenhouse gas emissions and the Ministry of the Environment of Country A has taken the proposal to be considered for this plan. Country A, hence, checks option "a" and "b"*

Please check one option.

☐ ***a) All commitments are reconsidered (for other policy processes, next action plan, etc.)***

☐ ***b) All commitments are dropped with a publicly available reasoned response on why***

☐ ***c) All commitments are dropped without an explanation***

☐ ***d) Some commitments are reconsidered (for other policy processes, next action plan, etc.)***

☐ ***e) Some commitments are dropped with a publicly available reasoned response on why***

☐ ***f) Some commitments are dropped without an explanation***

☐ ***g) There is no set process for non-selected commitments***

☐ ***h) Other, please elaborate:***

If option "h" (Other) was selected, please specify in the box below:

If you selected "OGP in Q2", please answer Q15 (mandatory).

15. *Which institution(s) make(s) the final decision on which of the commitments that emerged through the co-creation process are included in the final OGP Action Plan?

Note(s) *: This question seeks to understand how decision-making works in the OGP process in your country, from the co-creation of commitments to the final approval of the Action Plan. Please briefly explain how the process of decision making for your OGP Action Plan works, and if applicable, include the actors/institutions that have a decision making power and the ones that have the final and definitive say.*
If applicable, please describe the composition of the body of deciders and specify if non-public stakeholders have a say in the final decision.

Example(s): *In Country A, the decision-making process for the OGP Action Plan is divided into two stages: First, the Multi-stakeholder Forum that involves public institutions, civil society organisations and representatives from academia decides on its proposal for the OGP National Action Plan. Then, the Prime Ministers' office and a director from each federal ministry select the final list of commitments for the Action Plan from the proposal submitted by the Multi-Stakeholder Forum. Hence, in Country A, the Multi-stakeholder Forum has part of the decision-making power, but the government takes the final decision. Country A details this process in the box below.*

Please briefly explain the decision-making process in the box below.

If you selected "OGP" in Q2 please feel free to answer Q16 (optional).

16. (OPTIONAL) Were any of the commitments of your country's current or past OGP Action Plan developed to fulfil other international commitments or announcements made by the government?

Definition(s) from the glossary *:* "International commitments or announcements"

Example(s): *In its OGP Action Plan, Country A included a commitment to reduce the gender gap in politics. This commitment is motivated by and reflects the country's commitment to the Sustainable Development Goal #5 (gender equality). It also included a commitment on collecting and disclosing beneficial ownership information of companies from the mining sector, which also contributes to fulfil its engagement as part of the Extractive Industries Transparency Initiative (EITI).*

Please select one option from drop-down menu	a) Yes b) No c) Not applicable

If you selected "yes" in Q16, please answer Q16.1 (mandatory).

16.1. *Please briefly explain which commitments of your country's current or past OGP Action Plan developed to fulfil other international commitments or announcements and elaborate on the links in the box below.

SUB-SECTION 6: COORDINATION OF OPEN GOVERNMENT INITIATIVES

This sub-section enquires about the coordination mechanisms (both across the government and with external stakeholders) to implement the policy documents provided in the first sub-section, as well as the level of engagement among branches of the state regarding such policy documents.

17. *For each of the policy documents provided in Q6, does your central / federal government have a dedicated mechanism(s) to involve non-public stakeholders in their implementation?

Note(s) *: For the purpose of this question, "Mechanism" refers to any kind of Multi-stakeholder Forum / Commission / Committee / Roundtable / Network that convenes on a regular basis (i.e. that has an established frequency of meetings) and that enables discussions, consultations and / or collaboration between public institutions and non-public stakeholders.*

Please only include mechanisms that involve non-public stakeholders. For cross-/intra-government co-ordination mechanisms, please see Q18 in the next tab.

Please only include mechanisms that are permanent (i.e. participants can change but the mechanism should meet regularly).

If there is no mechanism for a policy document, please write "NA" in sub-question 1. If two policies share the same mechanism, fill in the details (e.g. date of creation) only once and indicate that the mechanism is the same in the comments box in Q17.5.

If you have more than one mechanism for the same policy document (e.g. one mechanism at political level and one at technical/expert level) please include both of them in the table.

If there have been any changes since 31 October 2020, please note them in the space for comments in Q17.5.

Example(s): *Country A identified the OGP Action Plan as one of its main policy documents in Q6. It has created a mechanism to involve non-public stakeholders in its implementation, the Multi-stakeholder Forum (the "MSF") (sub-question 1). The MSF was created in November 2013 (sub-question 2). The most senior public officials that permanently participate in the MFS are D1 managers (sub-question 3). The President of Country A participated in one of the meetings of the MSF in 2020 (sub-question 4). The Multi-stakeholder forum convenes monthly (sub-question 5) and was estabished by decree (sub-question 6). Hence, Country A, provides these details in sub-questions 1 to 6.*

Country B listed the National Modernization Strategy as one of its main policy documents in Q6. Non-public stakeholders contribute to its implementation through the National Public Sector Reform Roundtable (sub-question 1) that was created in August 2019 (sub-question 2) and that involves Deputy Ministers from a wide range of government institutions (sub-question 3). The highest level of government that participated in a meeting in the last year was a Minister (sub-question 4). The Roundtable meets three times a year (sub-question 5) and was established by law (sub-question 6).

For each policy document, please answer sub-questions 1 to 6.

	Policy document 1	*Policy document 2 (if applicable)*	*Policy document 3 (if applicable)*	*Policy document 4 (if applicable)*	*Policy document 5 (if applicable)*
Name of the policy document, as mentioned in Q6 (prefilled automatically)					
1. What is the name of mechanism to co-ordinate the implementation of the policy document with non-public stakeholders (as of 31 August 2020)?					
2. What was the date of creation of the mechanism?					
3. What is the level of the most senior public official that permanently participates in the mechanism? *(Please select one option from the drop-down)*	a) Minister b) Deputy-Minister c) D1 manager (part of ISCO-08 1112) d) D2 Manager (part of ISCO-08 11 and 112) e) D3 Manager (part of ISCO-08 12) f) D4 Manager (part of ISCO-08 121) g) Other. Please specify:	a) Minister b) Deputy-Minister c) D1 manager (part of ISCO-08 1112) d) D2 Manager (part of ISCO-08 11 and 112) e) D3 Manager (part of ISCO-08 12) f) D4 Manager (part of ISCO-08 121) g) Other. Please specify:	a) Minister b) Deputy-Minister c) D1 manager (part of ISCO-08 1112) d) D2 Manager (part of ISCO-08 11 and 112) e) D3 Manager (part of ISCO-08 12) f) D4 Manager (part of ISCO-08 121) g) Other. Please specify:	a) Minister b) Deputy-Minister c) D1 manager (part of ISCO-08 1112) d) D2 Manager (part of ISCO-08 11 and 112) e) D3 Manager (part of ISCO-08 12) f) D4 Manager (part of ISCO-08 121) g) Other. Please specify:	a) Minister b) Deputy-Minister c) D1 manager (part of ISCO-08 1112) d) D2 Manager (part of ISCO-08 11 and 112) e) D3 Manager (part of ISCO-08 12) f) D4 Manager (part of ISCO-08 121) g) Other. Please specify:
4. What is the highest level of government official that participated in the last year in the mechanism? *(Please select one option from the drop-down)*	a) President b) Prime Minister c) Minister d) Deputy-Minister e) Other. Please specify:	a) President b) Prime Minister c) Minister d) Deputy-Minister e) Other. Please specify:	a) President b) Prime Minister c) Minister d) Deputy-Minister e) Other. Please specify:	a) President b) Prime Minister c) Minister d) Deputy-Minister e) Other. Please specify:	a) President b) Prime Minister c) Minister d) Deputy-Minister e) Other. Please specify:
5. What is the frequency of meetings? *(Please select one option from the drop-down menu)*	a) Monthly b) Every two months c) Quarterly d) Biannually e) Annually f) Other. Please specify:	a) Monthly b) Every two months c) Quarterly d) Biannually e) Annually f) Other. Please specify:	a) Monthly b) Every two months c) Quarterly d) Biannually e) Annually f) Other. Please specify:	a) Monthly b) Every two months c) Quarterly d) Biannually e) Annually f) Other. Please specify:	a) Monthly b) Every two months c) Quarterly d) Biannually e) Annually f) Other. Please specify:
6. What is the legal basis of the mechanism? *(Please select one option from the drop-down menu)*	a) A law b) A decree c) A regulation d) A directive e) Other. Please specify: f) None of the above g) Don't know	a) A law b) A decree c) A regulation d) A directive e) Other. Please specify: f) None of the above g) Don't know	a) A law b) A decree c) A regulation d) A directive e) Other. Please specify: f) None of the above g) Don't know	a) A law b) A decree c) A regulation d) A directive e) Other. Please specify: f) None of the above g) Don't know	a) A law b) A decree c) A regulation d) A directive e) Other. Please specify: f) None of the above g) Don't know

If option "g" (Other) was selected in sub-question 3, please specify in the box below:

If option "e" (Other) was selected in sub-question 4, please specify in the box below:

If option "f" (Other) was selected in sub-question 5, please specify in the box below:

If option "e" (Other) was selected in sub-question 6, please specify in the box below:

If you listed any mechanism(s) in sub-question 1 of Q17, please answer Q17.1 (mandatory).

17.1 *For each mechanism listed in Q17, please provide details on the stakeholders that participate on a permanent basis (as of 31 October 2020).

Note(s): *Please only refer to public and non-public stakeholders that participate on a permanent basis (i.e. institutions that are official members and / or have officially appointed a representative to the mechanism).*

Example(s): *In Q17, Country A listed the Multi-stakeholder Forum as the mechanism that involves non-public stakeholders in the implementation of its OGP Action Plan (mentioned in Q6). The Multi-stakeholder Forum permanently involves representatives from 10 government institutions as well as 5 civil society organisations. The total number of institutions that participate permanently is 15 (sub-question 1). The ratio between public and non-public stakeholders is 66% public vs. 33.3% non-public (sub-question 2). Country A specifies the types of public and non-public stakeholders in sub-questions 3 and 4 and checks that civil society auto-selects those organisations which participate through a Civil Society Advisory Group in sub-question 5).*

For each co-ordination mechanism listed in Q17, please answer sub-questions 1 to 5.

	Co-ordination mechanism 1 (if applicable)	*Co-ordination mechanism 2 i(f applicable)*	*Co-ordination mechanism 3 (f applicable)*	*Co-ordination mechanism 4 (f applicable)*	*Co-ordination mechanism 5 (f applicable)*
Name of the co-ordination mechanism, as mentioned in Q17 (pre-filled automatically)					
1. How many stakeholders (both public and non-public) participate on a permanent basis in the mechanism? *(Please provide a number)*					
2. What was the ratio "public vs non-public stakeholders"? *(Please explain and provide a number)*					
3. Which public stakeholders participate on a permanent basis? *(Please check all that apply)*	☐ ***a) Prime minister's/President's office/Cabinet office***	☐ ***a) Prime minister's/President's office/Cabinet office***	☐ ***a) Prime minister's/President's office/Cabinet office***	☐ ***a) Prime minister's/President's office/Cabinet office***	☐ ***a) Prime minister's/President's office/Cabinet office***
	☐ ***b) Other central/federal government institutions. Please specify:***	☐ ***b) Other central/federal government institutions. Please specify:***	☐ ***b) Other central/federal government institutions. Please specify:***	☐ ***b) Other central/federal government institutions. Please specify:***	☐ ***b) Other central/federal government institutions. Please specify:***
	☐ ***c) Independent public institutions. Please specify:***	☐ ***c) Independent public institutions. Please specify:***	☐ ***c) Independent public institutions. Please specify:***	☐ ***c) Independent public institutions. Please specify:***	☐ ***c) Independent public institutions. Please specify:***
	☐ ***d) Subnational governments***	☐ ***d) Subnational governments***	☐ ***d) Subnational governments***	☐ ***d) Subnational governments***	☐ ***d) Subnational governments***
	☐ ***e) Institutions from the judicial branch***	☐ ***e) Institutions from the judicial branch***	☐ ***e) Institutions from the judicial branch***	☐ ***e) Institutions from the judicial branch***	☐ ***e) Institutions from the judicial branch***
	☐ ***f) Institutions from the legislative branch***	☐ ***f) Institutions from the legislative branch***	☐ ***f) Institutions from the legislative branch***	☐ ***f) Institutions from the legislative branch***	☐ ***f) Institutions from the legislative branch***
	☐ ***g) Other. Please specify below:***	☐ ***g) Other. Please specify below:***	☐ ***g) Other. Please specify below:***	☐ ***g) Other. Please specify below:***	☐ ***g) Other. Please specify below:***
4. Which non-public stakeholders participate on a permanent basis? (Please check all that apply)	☐ ***a) Civil society organisations***	☐ ***a) Civil society organisations***	☐ ***a) Civil society organisations***	☐ ***a) Civil society organisations***	☐ ***a) Civil society organisations***
	☐ ***b) Academia***	☐ ***b) Academia***	☐ ***b) Academia***	☐ ***b) Academia***	☐ ***b) Academia***
	☐ ***c) Private sector/Business associations***	☐ ***c) Private sector/Business associations***	☐ ***c) Private sector/Business associations***	☐ ***c) Private sector/Business associations***	☐ ***c) Private sector/Business associations***
	☐ ***d) Trade Unions***	☐ ***d) Trade Unions***	☐ ***d) Trade Unions***	☐ ***d) Trade Unions***	☐ ***d) Trade Unions***
	☐ ***e) Citizens***	☐ ***e) Citizens***	☐ ***e) Citizens***	☐ ***e) Citizens***	☐ ***e) Citizens***

	☐ ***f) Other: please specify***	☐ ***f) Other: please specify***	☐ ***f) Other: please specify***	☐ ***f) Other: please specify***	☐ ***f) Other: please specify***
	☐ ***g) None***	☐ ***g) None***	☐ ***g) None***	☐ ***g) None***	☐ ***g) None***
5. How were non-public stakeholders selected? *(Please select one option from the drop-down menu)*	a) Self-selection b) Government invitation c) Government nomination d) Other: please specify	a) Self-selection b) Government invitation c) Government nomination d) Other: please specify	a) Self-selection b) Government invitation c) Government nomination d) Other: please specify	a) Self-selection b) Government invitation c) Government nomination d) Other: please specify	a) Self-selection b) Government invitation c) Government nomination d) Other: please specify

If option "b" (Other central/federal government institutions) was selected in sub-question 3, please specify in the box below:

If option "c" (Independent public institutions) was selected in sub-question 3, please specify in the box below:

If option "g" (Other) was selected in sub-question 3, please specify in the box below:

If option "g" (Other) was selected in sub-question 4, please specify in the box below:

If option "5" (Other) was selected in sub-question 4, please specify in the box below:

If you selected "OGP" in Q2, please answer Q17.2 (mandatory)

17.2. *What are the responsibilities of your country's Multi-stakeholder Forum (as of 31 October 2020)?

Note(s) *: If your country has two multi-stakeholder forums (e.g. one at steering level and one at working level) and if responsibilities are divided between these two forums, please answer this question (Q17.2) for one of the two and provide additional comments on the responsibilities of the other MSF in the box in Q17.5 below.*

If your country is a member of the OGP but does currently not have a MSF, please specify this in the box in Q17.5 below.

Example(s): *In Country A, the Multi-stakeholder forum (MSF) convenes regularly throughout the OGP process: It oversees the co-creation of the OGP action plan by suggesting draft versions, inviting stakeholders and collecting their input, and integrating it into the final action plan (option "b". Once the implementation phase starts, it regularly collects status reports from the implementing agencies and publishes them on the MSF's website, thereby monitoring the implementation of the action plan (option "h"). Besides, it continuously sends internal newsletters about is activities to relevant ministries to raise awareness about the OGP process (option "f"). Other activities, such as assigning financial resources for individual commitments, remain outside the mandate of this MSF and are instead assigned to the Ministry of Finance (the government lead on the OGP process).*

In Country B, two MSFs exist. While MSF X operates at the steering level, MSF Y operates at the working level. Hence, the competencies between the two are divided: MSF X is responsible for setting the broader strategic decisions (option "a"). It sets priorities for the whole OGP Action Plan process, communicates with ministries and agencies on potential collaborations, leads the co-creation of the OGP Action Plan (option "b") and assigns financial resources for the implementation of the commitments (option "e"). MSF Y's tasks, however, concern the execution of the action plan. They include the coordination between government entities during implementation, as well as monitoring and evaluating the implementation by collecting information from agencies involved and reporting to MSF X.

Please check all that apply.

☐ a) Set directions for the OGP Action Plan process

☐ b) Oversee the co-creation of the OGP Action Plan

☐ c) Co-ordinate the implementation of the OGP Action Plan

☐ d) Mobilize financial resources for the OGP Action Plan process

☐ e) Assign financial resources to the implementation of the OGP Action Plan

☐ f) Conduct outreach and awareness raising activities

☐ g) Coordinate with other relevant multi-stakeholder processes

☐ h) Monitor the implementation of the OGP Action Plan

☐ i) Evaluate the impact of the implementation of the OGP Action Plan

☐ j) Other(s). Please specify:

If option other was selected in Q17.2, please specify in the box below:

If you selected "OGP" in Q2, please answer Q17.3 (mandatory)

17.3. *Do any of the non-public stakeholders that participate in your country's Multi-stakeholder forum represent any of the following groups?

Please check all that apply.

☐ a) Youth

☐ b) Women

☐ c) Individuals with particular religious affiliations

☐ d) LGBTIQ+ people

☐ e) Minority ethnic group

☐ f) Refugees/asylum seekers/migrants

☐ g) Elderly (people aged 65+)

☐ h) Socially or economically marginalized people

☐ i) People with special needs or disabilities

☐ j) Other(s). Please specify:

☐ k) None of the above

If option other was selected in Q17.3, please specify in the box below:

If you selected "OGP" in Q2, please answer Q17.4 (mandatory)

17.4. *Does your country's Multi-stakeholder Forum have any responsibilities that go beyond those relating to the OGP process?

Note(s) *: "Beyond OGP Action Plan process" refers to any initiative related to the principles of open government, which was not envisioned to contribute to the achievement of commitments made in the OGP Action Plan.*

If your country is a member of the OGP but does currently not have a MSF, please specify this in the box in Q17.5 below.

Example(s): *In Country A, the Multi-stakeholder Forum that was initially created for the 1st OGP Action Plan cycle in 2016 and that started by overseeing the implementation of the Action Plans now coordinates the wider agenda for citizen participation and leads efforts to create a law on participation. It also contributes to the implementation of the Open Government Data Strategy. Country A, hence, selects "yes" from the drop-down menu and mentions these responsibilities in Q17.4.1.*

Please select one option from the drop-down menu:	a) Yes b) No c) Not applicable

If you selected "yes" in Q17.4, please answer Q17.4.1 (mandatory).

17.4.1. *Please briefly describe the responsibilities that go beyond those relating to the OGP process in the box below.

17.5. (OPTIONAL) Please provide any additional comments and/or list relevant additional mechanisms to coordinate open government initiatives with non-public stakeholders in the box below.

Note *: Please use this space to clarify any issues relating to your answers provided in Q17.*

18. *For each of the policy documents provided in Q6, does your central / federal government have a mechanism to co-ordinate its implementation across the public sector?

Note(s): *This question asks specifically about mechanisms for co-ordination across the public sector. Please exclude mechanisms that also involve non-public stakeholders (see Q17 on this).*

By "mechanism" is meant any kind of Commission / Committee / Roundtable / Network that convenes on a regular basis and that enables discussions and / or collaboration between public institutions. Please exclude ad hoc mechanisms.

If there is no mechanism for a policy document, please write "NA" in sub-question 1.

If two policy documents share the same mechanism, fill in the details (e.g. date of creation) only once and indicate that the mechanism is the same.

The mechanism can either be specifically dedicated to the coordination of the design and implementation of the policy document under consideration or have this kind of co-ordination among other responsibilities (see also example).

Example: *Country A has created an OGP Government Steering Committee to co-ordinate the implementation of the OGP Action Plan across government (sub-question 1). The OGP Government Steering Committee was created in October 2014 (sub-question 2) and is institutionalised (sub-question 3). It comprises representatives from a variety of public institutions (sub-question 4) and usually convenes at D1 level (sub-question 5). At times, the Prime Minister participates (sub-question 6). The Committee convenes monthly (sub-question 7) and it has no formal legal basis (sub-question 8).*

For each policy document, please answer sub-questions 1 to 8.

	Policy document 1	*Policy document 2 (if applicable)*	*Policy document 3 (if applicable)*	*Policy document 4 (if applicable)*	*Policy document 5 (if applicable)*
Name of the policy document, as mentioned in Q6 (prefilled automatically)					
1. What was the name of the mechanism on 31 August 2020? *(Please specify)*					
2. What was the date of creation of the mechanism? *(Please specify)*					
3. Which public stakeholders participate in the mechanism? *(Please check all that apply)*	☐ ***a) Prime minister's/President's office/Cabinet office***	☐ ***a) Prime minister's/President's office/Cabinet office***	☐ ***a) Prime minister's/President's office/Cabinet office***	☐ ***a) Prime minister's/President's office/Cabinet office***	☐ ***a) Prime minister's/President's office/Cabinet office***
	☐ ***b) Other central/federal government institutions. Please specify:***	☐ ***b) Other central/federal government institutions. Please specify:***	☐ ***b) Other central/federal government institutions. Please specify:***	☐ ***a) Central / federal government institutions***	☐ ***b) Other central/federal government institutions. Please specify:***
	☐ ***c) Independent public institutions. Please specify:***	☐ ***c) Independent public institutions. Please specify:***	☐ ***c) Independent public institutions. Please specify:***	☐ ***c) Independent public institutions. Please specify:***	☐ ***c) Independent public institutions. Please specify:***
	☐ ***d) Subnational governments***	☐ ***d) Subnational governments***	☐ ***d) Subnational governments***	☐ ***d) Subnational governments***	☐ ***d) Subnational governments***
	☐ ***e) Institutions from the judicial branch***	☐ ***e) Institutions from the judicial branch***	☐ ***e) Institutions from the judicial branch***	☐ ***e) Institutions from the judicial branch***	☐ ***e) Institutions from the judicial branch***
	☐ ***f) Institutions from the legislative branch***	☐ ***f) Institutions from the legislative branch***	☐ ***f) Institutions from the legislative branch***	☐ ***f) Institutions from the legislative branch***	☐ ***f) Institutions from the legislative branch***
	☐ ***g) Other. Please specify below:***	☐ ***g) Other. Please specify below:***	☐ ***g) Other. Please specify below:***	☐ ***g) Other. Please specify below:***	☐ ***g) Other. Please specify below:***
4. What is the level of the most senior public official that permanently participates in the mechanism? *(Please select one option from the drop-down menu)*	a) President b) Prime Minister c) Minister / Secretary d) D1 manager (part of ISCO-08 1112) e) D2 Manager (part of ISCO-08 11 and 112) f) D3 Manager (part of ISCO-08 12) h) D4 Manager (part of ISCO-08 121) i) Other: please specify	a) President b) Prime Minister c) Minister / Secretary d) D1 manager (part of ISCO-08 1112) e) D2 Manager (part of ISCO-08 11 and 112) f) D3 Manager (part of ISCO-08 12) h) D4 Manager (part of ISCO-08 121) i) Other: please specify	a) President b) Prime Minister c) Minister / Secretary d) D1 manager (part of ISCO-08 1112) e) D2 Manager (part of ISCO-08 11 and 112) f) D3 Manager (part of ISCO-08 12) h) D4 Manager (part of ISCO-08 121) i) Other: please specify	a) President b) Prime Minister c) Minister / Secretary d) D1 manager (part of ISCO-08 1112) e) D2 Manager (part of ISCO-08 11 and 112) f) D3 Manager (part of ISCO-08 12) h) D4 Manager (part of ISCO-08 121) i) Other: please specify	a) President b) Prime Minister c) Minister / Secretary d) D1 manager (part of ISCO-08 1112) e) D2 Manager (part of ISCO-08 11 and 112) f) D3 Manager (part of ISCO-08 12) h) D4 Manager (part of ISCO-08 121) i) Other: please specify
5. What is the highest level of government official that participated in the last year in the mechanism? *(Please select one option from the drop-down menu)*	a) President b) Prime Minister c) Minister d) Deputy-Minister e) Other: please specify	a) President b) Prime Minister c) Minister d) Deputy-Minister e) Other: please specify	a) President b) Prime Minister c) Minister d) Deputy-Minister e) Other: please specify	a) President b) Prime Minister c) Minister d) Deputy-Minister e) Other: please specify	a) President b) Prime Minister c) Minister d) Deputy-Minister e) Other: please specify
6. What is the frequency of meetings of the mechanism? *(Please select one option from the drop-down menu)*	a) Monthly b) Every two months c) Quarterly d) Biannually e) Annually f) Other. Please specify:	a) Monthly b) Every two months c) Quarterly d) Biannually e) Annually f) Other. Please specify:	a) Monthly b) Every two months c) Quarterly d) Biannually e) Annually f) Other. Please specify:	a) Monthly b) Every two months c) Quarterly d) Biannually e) Annually f) Other. Please specify:	a) Monthly b) Every two months c) Quarterly d) Biannually e) Annually f) Other. Please specify:
7. What is the legal basis of the mechanism? *(Please select one option from the drop-down menu)*	a) A law b) A decree c) A regulation d) A directive e) Other. Please specify: f) None of the above	a) A law b) A decree c) A regulation d) A directive e) Other. Please specify: f) None of the above	a) A law b) A decree c) A regulation d) A directive e) Other. Please specify: f) None of the above	a) A law b) A decree c) A regulation d) A directive e) Other. Please specify: f) None of the above	a) A law b) A decree c) A regulation d) A directive e) Other. Please specify: f) None of the above

If option "b" (Other central/federal government institutions) was selected in sub-question 3, please specify in the box below:

If option "c" (Independent public institutions) was selected in sub-question 3, please specify in the box below:

If option "g" (Other) was selected in sub-question 3, please specify in the box below:

19. (OPTIONAL) Apart from those discussed in Q17 and Q18 above, what other mechanisms to co-ordinate policies that promote open government exist in your country?

Note(s): *This question provides you with the opportunity to mention any kind of relevant mechanism(s) that could not be mentioned in Q9, Q17 or Q18. These mechanisms can include those that facilitate co-ordination across government, between branches of the state, between levels of government, with stakeholders from civil society, etc. In particular, this may include mechanisms to co-ordinate your government's participation in coalitions such as the EITI; Open Government Contact Points in public institutions, Civil Society Focal Points or liaison offices, etc.*

Example(s): *Country A has created an informal Roundtable between the central government and sub-national governments (e.g. cities, provinces) that are interested in developing open government initiatives. The Federal Openness Roundtable (sub-question 1) currently involves 3 Ministries from the central government and 15 subnational entities (sub-question 2). It meets approximately 3 times a year (sub-question 3).*

Country B has created a Network of Open Government Contract Points that work for different public institutions (name to be provided in sub-question 1). The Network involves representatives from 25 public institutions at central level (sub-question 2). It meets occasionally (approximately every 2 months) to discuss progress in the implementation of their institutions' open government initiatives (sub-question 3) and it has created an online platform to exchange experiences and practices (sub-question 4).

Please fill in the table below, answering sub-questions 1 to 4 for a maximum of three additional co-ordination mechanisms.

	Mechanism 1	*Mechanism 2*	*Mechanism 3*
1. Please provide the name of the mechanism			
2. Please list and / or describe the members / participants of the mechanism *(Please describe)*			
3. Regularity of meetings *(Please describe)*			
4. Please provide any further comments (optional).			

SUB-SECTION 7: FUNDING OF OPEN GOVERNMENT INITIATIVES

20. *Does your country have a dedicated aggregated budget line called "open government" in its central / federal budget?

- ◯ a) Yes
- ◯ b) No

If you answered "yes" in Q20, please answer Q20.1 (mandatory)

20.1. *Please provide the complete name of the budget line in the box below.

21. *For each policy document mentioned in Q6, what were the sources of funds for the implementation of open government initiatives in the current fiscal year?

***Note(s)**: Please only provide information for the current fiscal year.*

For the purposes of this question, "government funds" are revenues generated by the government via taxes, levies, rent from the ownership of assets and sales of goods and services, or general untied/unearmarked grants and loans. In this context, "grants" (i.e. transfers made in cash, goods or services for which no repayment is required) and "loans" (i.e. transfers for which repayment is required) only consider those from any actors outside of government (such as foundations or the European Union) that are earmarked/tied to the implementation of the policy documents mentioned in Q6.

For each policy document, please answer sub-question 1.

	Policy document 1	*Policy document 2 (if applicable)*	*Policy document 3 (if applicable)*	*Policy document 4 (if applicable)*	*Policy document 5 (if applicable)*
Name of the policy document, as mentioned in Q6 (prefilled automatically)					
1. Please select all the options that apply from the drop-down menu.	a) Government funds b) Foundations (e.g. Bill and Melinda Gates Foundation) c) European Union d) Bilateral development cooperation agencies (e.g. USAID) e) Grants or loans from multilateral organisations (e.g. World Bank) f) Funds from private sector companies g) Other: please specify h) Don't know	a) Government funds b) Foundations (e.g. Bill and Melinda Gates Foundation) c) European Union d) Bilateral development cooperation agencies (e.g. USAID) e) Grants or loans from multilateral organisations (e.g. World Bank) f) Funds from private sector companies g) Other: please specify h) Don't know	a) Government funds b) Foundations (e.g. Bill and Melinda Gates Foundation) c) European Union d) Bilateral development cooperation agencies (e.g. USAID) e) Grants or loans from multilateral organisations (e.g. World Bank) f) Funds from private sector companies g) Other: please specify h) Don't know	a) Government funds b) Foundations (e.g. Bill and Melinda Gates Foundation) c) European Union d) Bilateral development cooperation agencies (e.g. USAID) e) Grants or loans from multilateral organisations (e.g. World Bank) f) Funds from private sector companies g) Other: please specify h) Don't know	a) Government funds b) Foundations (e.g. Bill and Melinda Gates Foundation) c) European Union d) Bilateral development cooperation agencies (e.g. USAID) e) Grants or loans from multilateral organisations (e.g. World Bank) f) Funds from private sector companies g) Other: please specify h) Don't know

If you selected more than one option in sub-question 1 of Q21 for any policy document, please answer Q21.1 (mandatory).

21.1. *If available, please explain the breakdown between different sources of funding in 2020, and specify which ones are included in the central / federal budget (with budget line) in the box below.

If you selected "OGP" in Q2, please answer Q22 (mandatory)

22. *For the current OGP Action Plan cycle, how did the overall level of public funding that was allocated to the co-ordination of the process change, as compared to the previous OGP Action Plan cycle?

***Note(s):** This question asks specifically about the level of public funding that is available for co-ordinating the current Action Plan cycle (i.e. its design, implementation and monitoring and evaluation). It does not ask about the resources that are/were available for the implementation of the commitments included in the plan. If your country is currently implementing its first OGP Action Plan or if you do not have this information, please select option "d" (not applicable).*

***Example(s):** For the co-ordination of its first OGP Action Plan (2017-2018), the Office of Open Government and Transparency of Country A had 100.000 EUR at its disposal. This amount increased to 250.000 EUR for the second Action Plan cycle (2019-2020). Country A, hence, selects option "a".*

Please select one option.

- ◯ a) It increased
- ◯ b) It decreased
- ◯ c) It remained stable
- ◯ d) Not applicable

If you selected options "a" or "b" in Q22, please feel free to answer Q22.1 (optional).

22.1 (OPTIONAL) If available, please explain the change in the overall level of public funding that was allocated to the co-ordination of the process in the box below.

22.2 (OPTIONAL) Please feel free to provide any further comments relating to Q22.

***Note**: Please feel free to provide any additional comments, explanations, background, etc.*

SUB-SECTION 8: OPEN GOVERNMENT LITERACY

This sub-section seeks to understand what efforts the government is making to mainstream a culture of open government across the public sector and with non-public stakeholders. It enquires about trainings both for civil servants/public officials and for non-public stakeholders, as well as about the existence of guidelines on the principles of open government.

23. *Does your central / federal government have toolkits and / or guidelines for civil servants on any of the following?

***Note(s)**: This question asks specifically about toolkits and / or guidelines on open government related topics for your country's civil servants.*

For each option ("a"-"j"), please answer sub-questions 1-4 (starting with sub-question 1).

	1. Does your central / federal government have toolkit(s) / guideline(s) **for civil servant** on this? (*Please select one option from the drop-down menu.*)	2. What is / are the name(s) of toolkit (s)/guideline(s) (*Please provide the name in English*)	3. If available, please provide web link(s) to the guideline(s) / toolkit(s).	4. Please provide any further comments (OPTIONAL)
a) Explicitly on the concept of open government (e.g. Open Government Toolkit)	a) Yes b) No			
b) Proactive disclosure of information (e.g. information that should be published proactively under the Access to information Law)	a) Yes b) No			
c) Reactive disclosure of information (e.g. answering an access to information request under the Access to information Law)	a) Yes b) No			
d) Open government data (e.g. how to release open government data)	a) Yes b) No			
e) Use of digital technologies to foster open government principles (e.g. digital participation tools)	a) Yes b) No			
f) Citizen and stakeholder participation (e.g. on how to run a consultation, participatory tools, etc.)	a) Yes b) No			
g) Civic freedoms and rights (e.g. freedom of expressions/speech, assembly, association; right to privacy) and related government obligations	a) Yes b) No			
h) Media freedoms and digital rights (e.g. press freedom, open internet, data protection, duty to protect activists/human rights defenders/journalists) and related government obligations	a) Yes b) No			
i) The role of non-public stakeholders in public life e.g. media, CSOs	a) Yes b) No			
j) Other relevant guidelines / toolkits on open government principles and practices. Please specify in sub-question 4.	a) Yes b) No			

If you selected option "f" (Citizen and stakeholder participation) in Q23, please feel free to answer Q23.1 (optional).

23.1. (OPTIONAL) Do any of the toolkits / guidelines on citizen and stakeholder participation focus on fostering the participation of any of the following groups?

Please check all that apply.

- ☐ a) Youth
- ☐ b) Women
- ☐ c) Individuals with particular religious affiliations
- ☐ d) LGBTIQ+ people
- ☐ e) Minority ethnic groups
- ☐ f) Refugees/asylum seekers/migrants
- ☐ g) Elderly (people aged 65+)
- ☐ h) Socially or economically marginalized people
- ☐ i) People with special needs or disabilities
- ☐ j) Other(s). Please specify:

If option "j" (Other(s)) was selected, please specify in the box below:

23.2 (OPTIONAL) Please feel free to provide any further comments relating to Q23.

***Note**: Please feel free to provide any additional comments, explanations, background, etc.*

24. *Does your government have toolkits / guidelines for non-public stakeholders (e.g. citizens, civils society organizations, etc.) on any of the following?

Note(s) *: This question asks specifically about toolkits and / or guidelines on open government related topics for non-public stakeholders.*

For each option ("a"-"j"), please answer sub-questions 1-4 (starting with sub-question 1).

	1. Does your central / federal government have toolkit(s) / guideline(s) **for non-public stakeholders** on this? *(Please select one option from the drop-down menu.)*	2. What is / are the name(s) of toolkit (s)/guideline(s) *(Please provide the name in English)*	3. If available, please provide web link(s) to the guideline(s) / toolkit(s).	4. Please provide any further comments (OPTIONAL)
a) Explicitly on integrated open government approaches (e.g. Open Government Toolkit)	a) Yes b) No			
b) Proactive disclosure of information (e.g. information that is published proactively under the Access to Information law)	a) Yes b) No			
c) Reactive disclosure of information (e.g. filing an access to information request under the Access to Information law)	a) Yes b) No			
d) Open government data (e.g. using the Open Data Portal)	a) Yes b) No			
e) Use of digital technologies to foster open government principles (e.g. digital participation tools)	a) Yes b) No			
f) Citizen and stakeholder participation (e.g. on how to run a consultation, participatory tools, etc.)	a) Yes b) No			
g) Civic freedoms and rights (e.g. freedom of expressions/speech, assembly, association; right to privacy) and related citizen rights and government obligations	a) Yes b) No			
h) Media freedoms and digital rights (e.g. press freedom, open internet, data protection, duty to protect activists/human rights defenders/journalists) and related citizen rights and government obligations	a) Yes b) No			
i) The role of non-public stakeholders in public life e.g. media, CSOs	a) Yes b) No			
j) Other relevant guidelines / toolkits on open government principles and practices. Please specify in sub-question 4.	a) Yes b) No			

24.1. (OPTIONAL) Please feel free to provide any further comments relating to Q24.

Note *: Please feel free to provide any additional comments, explanations, background, etc.*

If you selected "OGP" in Q2, please feel free to answer Q25 (optional).

25. (OPTIONAL) Does your central / federal government use any kind of toolkits / guidelines / resources from third parties to support its OGP process? If so, please briefly elaborate in the box below.

Note *: For the purpose of this question, "third parties" include CSOs, academia, private sector stakeholders (e.g. consulting firms), other governments, etc.*

26. *Does your central / federal government offer trainings for civil servants on any of the following?

Note(s) *: This question asks specifically about trainings that are offered for civil servants.*

Please check all that apply.

- ☐ ***a) Open government (i.e. specific trainings on the concept of open government; on taking integrated open government approaches to policy-making; etc.)***
- ☐ ***b) Access to information (e.g. on the implementation of access to information legislation; on proactive disclosure; on information management; etc.)***
- ☐ ***c) Open government data (e.g. on legal and technical requirements for the publication and re-use of open government data,) the maintenance of open data portals)***
- ☐ ***d) Citizen and stakeholder participation (e.g. advisory mechanisms, consultation mechanism, co-creation mechanisms, etc.)***
- ☐ ***e) Use of digital technologies to foster open government principles (e.g. digital participation tools)***
- ☐ ***f) Legal frameworks, policies and strategies relevant to civic freedoms (e.g. freedom of expression/speech, association, assembly; right to privacy).***
- ☐ ***g) Legal frameworks, policies and strategies relevant to media freedoms and digital rights (e.g. press freedom, open internet, data protection, duty to protect activists/human rights defenders/journalists).***
- ☐ ***h) Legal frameworks, policies and strategies relevant to CSOs.***
- ☐ ***i) Other relevant trainings on open government principles and practices. Please specify:***
- ☐ ***j) No trainings related to open government are offered***

If option "i" (Other) was selected, please specify in the box below:

If you selected option "a" (Open Government) in Q26, please answer Q26.1 (mandatory).

26.1. *Please provide more details on the training offer on open government for civil servants and those who attended the trainings, if available.

Note(s) *: Please only provide this information for trainings on open government (i.e. specific trainings on the concept of open government; on taking integrated open government approaches to policy-making; etc.).*

When providing the number of trainees, please do not include double-counting (i.e. when one person took the same training twice, only count them once).

Example(s): *Country A has a training called "How you can contribute to open our government" (sub-question 1), offered by the School of the Civil Service (sub-question 2), which can be taken by anyone working for the public sector (sub-question 3). This training is mainly for managers (sub-question 4) and trainees can voluntarily choose to take it (sub-question 5). The training explains how each civil servant can contribute to mainstreaming the principles of open government in the public administration and includes modules on ways to collaborate with non-public stakeholders when developing policies (sub-question 7)*

Please fill in the table, answering sub-questions 1 to 7 (starting with sub-question 1) for a maximum of five (5) trainings on open government.

	Training 1	*Training 2*	*Training 3*	*Training 4*	*Training 5*
1. What is / was the name of the training? (*Please fill in)*					
2. What is / was the name of the institutions() that offer(s) the training *(Please fill in)*					
3. Which institutions is the training for? *(Please select all that apply)*	☐ ***a) Public servants at the central level*** ☐ ***b) Staff of Independent public institutions*** ☐ ***c) Staff from the Judicial branch*** ☐ ***d) Staff from Legislative branch*** ☐ ***e) Staff from Subnational levels of government***	☐ ***a) Public servants at the central level*** ☐ ***b) Staff of Independent public institutions*** ☐ ***c) Staff from the Judicial branch*** ☐ ***d) Staff from Legislative branch*** ☐ ***e) Staff from Subnational levels of government***	☐ ***a) Public servants at the central level*** ☐ ***b) Staff of Independent public institutions*** ☐ ***c) Staff from the Judicial branch*** ☐ ***d) Staff from Legislative branch*** ☐ ***e) Staff from Subnational levels of government***	☐ ***a) Public servants at the central level*** ☐ ***b) Staff of Independent public institutions*** ☐ ***c) Staff from the Judicial branch*** ☐ ***d) Staff from Legislative branch*** ☐ ***e) Staff from Subnational levels of government***	☐ ***a) Public servants at the central level*** ☐ ***b) Staff of Independent public institutions*** ☐ ***c) Staff from the Judicial branch*** ☐ ***d) Staff from Legislative branch*** ☐ ***e) Staff from Subnational levels of government***
4. What category (ies) of staff is the training for? *(Plese select all that apply)*	☐ ***a) Managers*** ☐ ***b) Professionals*** ☐ ***c) Secretarial positions*** ☐ ***d Other. Please specify***	☐ ***a) Managers*** ☐ ***b) Professionals*** ☐ ***c) Secretarial positions*** ☐ ***d) Other. Please specify***	☐ ***a) Managers*** ☐ ***b) Professionals*** ☐ ***c) Secretarial positions*** ☐ ***d) Other. Please specify***	☐ ***a) Managers*** ☐ ***b) Professionals*** ☐ ***c) Secretarial positions*** ☐ ***d) Other. Please specify***	☐ ***a) Managers*** ☐ ***b) Professionals*** ☐ ***c) Secretarial positions*** ☐ ***d) Other. Please specify***

5. How were trainees selected? *(Please select one option from the drop-down menu)*	a) They were nominated by their manager/institution b) They choose to take the training(s) c) It was mandatory for them d) Other. Please specify:	a) They were nominated by their manager/institution b) They choose to take the training(s) c) It was mandatory for them d) Other. Please specify:	a) They were nominated by their manager/institution b) They choose to take the training(s) c) It was mandatory for them d) Other. Please specify:	a) They were nominated by their manager/institution b) They choose to take the training(s) c) It was mandatory for them d) Other. Please specify:	a) They were nominated by their manager/institution b) They choose to take the training(s) c) It was mandatory for them d) Other. Please specify:
6. If available, what was the total number of trainees who completed the training(s) by December 31st, 2019? *(Please provide a number)*					
7. If available, please provide a link to the course or to a website describing the contents.					

If option "d" (Other) was selected in sub-question 4, please specify in the box below:

If option "d" (Other) was selected in sub-question 5, please specify in the box below:

26.2. (OPTIONAL) Please feel free to provide any further comments relating to Q26.

***Note** : Please feel free to provide any additional comments, explanations, background, etc.*

27. *Does your central / federal government offer trainings for non-public stakeholders on any of the following?

***Note(s)** : Please note that these trainings for non-public stakeholders can (but do not have to) be offered/delivered/taught by the government. Please also included trainings that are/have been contracted-out or funded by the government.*

Please check all that apply.

- ☐ ***a) Open government (e.g. on OGP Action Plan process)***
- ☐ ***b) Access to information (e.g. on submitting access to information requests)***
- ☐ ***c) Open government data (e.g. on the re-use of open government data) Citizen and stakeholder participation (e.g. advisory mechanisms, consultation mechanism, co-creation mechanisms, etc.)***
- ☐ ***d) Use of digital technologies to foster open government principles (e.g. digital participation tools)***
- ☐ ***e) Legal frameworks, policies and strategies relevant to civic freedoms (e.g. freedom of expression/speech, association, assembly; right to privacy).***
- ☐ ***f) Legal frameworks, policies and strategies relevant to media freedoms and digital rights (e.g. press freedom, open internet, data protection, duty to protect activists/human rights defenders/journalists)***
- ☐ ***g) Legal frameworks, policies and strategies relevant to CSOs (e.g. on citizens' rights, engagement with CSOs, protection for human rights defenders or journalists)***
- ☐ ***h) Other relevant trainings on open government principles and practices. Please specify:***
- ☐ ***i) No trainings related to open government are offered for non-public stakeholder***

If option "h" (Other) was selected, please specify in the box below:

If you selected option "a" (Open Government) in Q27, please answer Q27.1 (mandatory).

27.1. *Please provide more details on the training offer on open government for non-public stakeholders and those who attended the trainings, if available.

***Note(s)** : Please only provide this information for trainings on open government (i.e. specific trainings on the concept of open government, etc.) for non-public stakeholders.*

When providing the number of trainees, please do not include double-counting (i.e. when one person took the same training twice, only count them once).

***Example(s):** Country A offers an online course for non-public stakeholders on the national OGP process and how to participate in it (sub-question 1). This training is delivered by a national university (sub-question 3), and anyone interested is welcome to take it for free (sub-question 4). The government has published a link to the course on its open government webpage.*

Please fill in the table, answering sub-questions 1 to 6 (starting with sub-question 1) for a maximum of five (5) trainings on open government.

	Training 1	*Training 2*	*Training 3*	*Training 4*	*Training 5*

1. What is / was the name of the training? *(Please fill in)*					
2. Please provide a link to the course or to a website describing the contents					
3. Who delivers the training? *(Please select one option from the drop-down menu)*	a) Central government (e.g. line ministry) b) Judiciary branch c) Legislative branch d) Independent public institutions (e.g. Ombudsman) e) Universities f) Private sector company g) Civil Society Organisation(s) h) Other. Please specify:	a) Central government (e.g. line ministry) b) Judiciary branch c) Legislative branch d) Independent public institutions (e.g. Ombudsman) e) Universities f) Private sector company g) Civil Society Organisation(s) h) Other. Please specify:	a) Central government (e.g. line ministry) b) Judiciary branch c) Legislative branch d) Independent public institutions (e.g. Ombudsman) e) Universities f) Private sector company g) Civil Society Organisation(s) h) Other. Please specify:	a) Central government (e.g. line ministry) b) Judiciary branch c) Legislative branch d) Independent public institutions (e.g. Ombudsman) e) Universities f) Private sector company g) Civil Society Organisation(s) h) Other. Please specify:	a) Central government (e.g. line ministry) b) Judiciary branch c) Legislative branch d) Independent public institutions (e.g. Ombudsman) e) Universities f) Private sector company g) Civil Society Organisation(s) h) Other. Please specify:
4. How were trainees selected? *(Please select one option from the drop-down menu)*	a) Self-selection b) Government invitation c) Other. Please specify:	a) Self-selection b) Government invitation c) Other. Please specify:	a) Self-selection b) Government invitation c) Other. Please specify:	a) Self-selection b) Government invitation c) Other. Please specify:	a) Self-selection b) Government invitation c) Other. Please specify:
5. If available, what was the total number of trainees who completed the training by December 31st, 2019? *(Please provide a number)*					
6. Please feel free to provide further explanations. (Optional)					

If other was selected in sub-question 3, please specify in the box below:

If other was selected in sub-question 4, please specify in the box below:

28. *Are any of the following competencies included in competency profiles or frameworks for civil servants in your country?

Definition(s) from the glossary: "Competency frameworks"

Please check all that apply.

- ☐ ***a) Evidence-based analysis***
- ☐ ***b) Public values/integrity***
- ☐ ***c) Communication (with citizens and stakeholders)***
- ☐ ***d) Networking (with stakeholders)***
- ☐ ***e) Engagement skills (working directly with citizens to improve services)***
- ☐ ***f) Innovation***
- ☐ ***g) None of these competencies are included***

If you selected options "a", "b", "c", "d", "e" and/or "f" in Q28, please answer Q28.1 (mandatory).

28.1. *If any competency was selected, please briefly describe how it is framed in the competency profile or framework.

If you selected options "a", "b", "c", "d", "e" and/or "f" in Q28, please answer Q28.2 (mandatory).

28.2. *If any competency was selected, how is/are it/they used?

Please check all that apply.

- ☐ ***a) In job profiles/descriptions***
- ☐ ***b) In recruitment processes***
- ☐ ***c) For performance assessments***
- ☐ ***d) To structure learning (e.g. training offer)***
- ☐ ***e) Other. Please specify:***
- ☐ ***f) The competencies are not used in any particular way***

If other was selected in question 28.2, please specify:

28.3. (OPTIONAL) Please feel free to provide any further comments relating to Q28.
Note *: Please feel free to provide any additional comments, explanations, background, etc.*

29. (OPTIONAL) Does your government have any other practices to mainstream the principles of open government in the civil service that you would like to mention? If so, please briefly describe these practices in the box below.

SUB-SECTION 9: MONITORING AND EVALUATION OF OPEN GOVERNMENT INITIATIVES FOR THE WHOLE-OF-GOVERNMENT

This sub-section seeks to understand how the open government initiatives in the policy documents provided in the first sub-section are monitored and evaluated, as well as how the results of monitoring and evaluation are used.

30. *How does your government monitor the implementation of open government initiatives included in the policy document(s) mentioned in Q6?

Note(s) *: Please write NA in sub-question 1 if no institution is responsible for the monitoring of a policy document.*

In the case of OGP members, please note that, for the purpose of this survey, mandatory self-assessment reports should not to be included as monitoring reports , as they follow a standardised procedure and will be downloaded by the OECD Secretariat for all countries from the OGP website.

For each policy document, please answer sub-questions 1 to 7.

	Policy document 1	*Policy document 2 (if applicable)*	*Policy document 3 (if applicable)*	*Policy document 4 (if applicable)*	*Policy document 5 (if applicable)*
Name of the policy document, as mentioned in Q6 (prefilled automatically)					
1. Which institution(s) is / are responsible for monitoring the implementation? *(Please fill in)*					
2. Are the results of the monitoring … ? *(Please select one option)*	☐ a) Public	☐ a) Public	☐ a) Public	☐ a) Public	☐ a) Public
	☐ b) Internal (unpublished)	☐ b) Internal (unpublished)	☐ b) Internal (unpublished)	☐ b) Internal (unpublished)	☐ b) Internal (unpublished)
3. (OPTIONAL) If available, please provide a link to the latest monitoring report					
4. (OPTIONAL) Please elaborate on your methodology for monitoring					
5. Which public institutions are involved in the monitoring? *(Please select all the options that apply from the drop-down menu)*	a) Prime minister's/President's office/Cabinet office b) Other central/federal government institutions. Please specify: c) Independent public institutions. Please specify: d) Subnational governments e) Institutions from the judicial branch f) Institutions from the legislative branch g) Other. Please specify:	a) Prime minister's/President's office/Cabinet office b) Other central/federal government institutions. Please specify: c) Independent public institutions. Please specify: d) Subnational governments e) Institutions from the judicial branch f) Institutions from the legislative branch g) Other. Please specify:	a) Prime minister's/President's office/Cabinet office b) Other central/federal government institutions. Please specify: c) Independent public institutions. Please specify: d) Subnational governments e) Institutions from the judicial branch f) Institutions from the legislative branch g) Other. Please specify:	a) Prime minister's/President's office/Cabinet office b) Other central/federal government institutions. Please specify: c) Independent public institutions. Please specify: d) Subnational governments e) Institutions from the judicial branch f) Institutions from the legislative branch g) Other. Please specify:	a) Prime minister's/President's office/Cabinet office b) Other central/federal government institutions. Please specify: c) Independent public institutions. Please specify: d) Subnational governments e) Institutions from the judicial branch f) Institutions from the legislative branch g) Other. Please specify:
6. Are any of the following non-public stakeholders involved in the monitoring? *(Please select all the options that apply from the drop-down menu)*	a) Civil society organisations b) Academia c) Private sector / business organisations d) Trade unions e) Citizens f) None of the Above	a) Civil society organisations b) Academia c) Private sector / business organisations d) Trade unions e) Citizens f) None of the Above	a) Civil society organisations b) Academia c) Private sector / business organisations d) Trade unions e) Citizens f) None of the Above	a) Civil society organisations b) Academia c) Private sector / business organisations d) Trade unions e) Citizens f) None of the Above	a) Civil society organisations b) Academia c) Private sector / business organisations d) Trade unions e) Citizens f) None of the Above
7. What is the frequency of the monitoring? *(Please select one option)*	☐ a) Once a month or more frequently	☐ a) Once a month or more frequently	☐ a) Once a month or more frequently	☐ a) Once a month or more frequently	☐ a) Once a month or more frequently
	☐ b) Once a quarter or every two months	☐ b) Once a quarter or every two months	☐ b) Once a quarter or every two months	☐ b) Once a quarter or every two months	☐ b) Once a quarter or every two months
	☐ c) Twice a year	☐ c) Twice a year	☐ c) Twice a year	☐ c) Twice a year	☐ c) Twice a year
	☐ d) Yearly	☐ d) Yearly	☐ d) Yearly	☐ d) Yearly	☐ d) Yearly
	☐ e) Other frequency: please specify	☐ e) Other frequency: please specify	☐ e) Other frequency: please specify	☐ e) Other frequency: please specify	☐ e) Other frequency: please specify
	☐ f) Ad-hoc	☐ f) Ad-hoc	☐ f) Ad-hoc	☐ f) Ad-hoc	☐ f) Ad-hoc

If option "b" (Other central/federal government institutions) was selected in sub-question 5, please specify in the box below:

If option "c" (Independent public institutions) was selected in sub-question 5, please specify in the box below:

If option "g" (Other) was selected in sub-question 5, please specify in the box below:

If option "e" (Other) was selected in sub-question 7, please specify in the box below:

30.1. (OPTIONAL) Please feel free to provide any further comments relating Q30.

Note *: Please feel free to discuss whether non-public stakeholders are able to independently exercise monitoring and oversight of the policy documents and to what extent this practice is institutionalized. Finally, please also focus on how your government uses the monitoring results (e.g. learning and reflection about the implementation of the policy document).*

If you selected "OGP" in Q2, please feel free to answer Q31.

31. (OPTIONAL) Does the monitoring of the OGP Action plan contribute to / feed into the monitoring of any of the following government policies?

Note(s) *: This question seeks to understand whether the monitoring of the OGP Action Plan contributes to the monitoring and / or evaluation of other central / federal policies or international agreements that the government endorsed. Examples of other monitoring activities can involve SDG reporting; monitoring of the public sector reform agenda; monitoring for Universal Periodic Review, etc.*

Example(s): *In Country A, the OGP Action Plan (2019-2020) includes a commitment on enhancing women's participation in local governments, which has a direct link with the SDG Goal 5 on Gender Equality. The government's self-assessment reports on the implementation of the OGP Action Plan directly feed into the wider SDG-monitoring of the country. Country A, hence, selects option "a" from the drop-down menu and explains the process in Q31.1 below.*

Please select all the options that apply from the drop-down menu	a) United Nations Sustainable Development Goals (SDGs) b) Open Government Data Strategy c) Digital Government Strategy d) Public sector modernization strategy e) Transparency/Anti-corruption strategy f) Development cooperation strategies g) National development strategy h) Other: please specify i) The monitoring of OGP NAP does not contribute to the monitoring of other policies

31.1. (OPTIONAL) Please feel free to provide any further comments relating to Q31.

Note *: Please feel free to provide any additional comments, explanations, background, etc.*

32. *In the past two years, what types of evaluations of open government initiatives included in the policy documents mentioned in Q6 have been commissioned by the government?

Note(s) *: For the scope of this survey, OGP member countries should note that Independent Reporting Mechanism reports do not count as internal evaluations. Hence, please do not include them in this section, as they will be downloaded for all countries from the OGP-website.*

For all selected evaluations, please feel free to use Q32.1 to elaborate on the process and / or the use of evaluation results.

Example(s): *Country A issued its Public Sector Modernization Strategy in 2016. As the validity of the strategy is reaching its end in 2021, the Cabinet Office decided to ask an independent Evaluation Agency to conduct an early impact evaluation of the policy. The evaluation focused on understanding whether the policy met its objectives of delivering more efficient services to citizens through digital platforms. The Independent Evaluation Agency used a mystery shopping methodology, asking a sample of citizens from different socioeconomic and demographic backgrounds to renew their driving licence. It also conducted a survey in order to find out citizens' views of the services.*

In 2016, Country B issued its first National Development Plan for a term of 5 years. This Plan was included among the policy document mentioned by Country B in Q6. In order to improve the policy-making process for the next plan, the Office of the Prime minister hired a consulting firm to conduct a process evaluation of this first plan. The evaluation focused on understanding whether the process for identifying strategic objectives at the design stage was participatory enough, and how to enhance citizen and stakeholder participation in the next iteration (e.g. how to reach out to groups that were not represented in the process). For this plan no impact evaluations were conducted.

Definition(s) from the glossary: "Impact evaluation" "Process evaluation"

For each policy document, please answer sub-questions 1 to 15.

		Policy document 1	*Policy document 2 (if applicable)*	*Policy document 3 (if applicable)*	*Policy document 4 (if applicable)*	*Policy document 5 (if applicable)*
	Name of the policy document, as mentioned in Q6 (prefilled automatically)					
Process evaluation	1.Was a process evaluation conducted? *(Please select one option)*	☐ ***a) Yes*** ☐ ***b) No*** ☐ ***c) Don't know***	☐ ***a) Yes*** ☐ ***b) No*** ☐ ***c) Don't know***	☐ ***a) Yes*** ☐ ***b) No*** ☐ ***c) Don't know***	☐ ***a) Yes*** ☐ ***b) No*** ☐ ***c) Don't know***	☐ ***a) Yes*** ☐ ***b) No*** ☐ ***c) Don't know***
	2. Who commissioned the evaluation? *(Please write the name of the institution)*					
	3. Who conducted the evaluation? *(Please select all the options that apply from the drop-down menu)*	a) The institution coordinating the implementation of the policy document b) Independent public institutions (e.g. Court of Audit, Ombudsman) c) President's/Prime Minister's or Cabinet Office d) Other central/federal government institution (e.g. Ministry of Finance) e) Independent consultant(s) (e.g. company, university, individual consultant) f) International organisation (e.g. OECD) g) Other, please specify:	a) The institution coordinating the implementation of the policy document b) Independent public institutions (e.g. Court of Audit, Ombudsman) c) President's/Prime Minister's or Cabinet Office d) Other central/federal government institution (e.g. Ministry of Finance) e) Independent consultant(s) (e.g. company, university, individual consultant) f) International organisation (e.g. OECD) g) Other, please specify:	a) The institution coordinating the implementation of the policy document b) Independent public institutions (e.g. Court of Audit, Ombudsman) c) President's/Prime Minister's or Cabinet Office d) Other central/federal government institution (e.g. Ministry of Finance) e) Independent consultant(s) (e.g. company, university, individual consultant) f) International organisation (e.g. OECD) g) Other, please specify:	a) The institution coordinating the implementation of the policy document b) Independent public institutions (e.g. Court of Audit, Ombudsman) c) President's/Prime Minister's or Cabinet Office d) Other central/federal government institution (e.g. Ministry of Finance) e) Independent consultant(s) (e.g. company, university, individual consultant) f) International organisation (e.g. OECD) g) Other, please specify:	a) The institution coordinating the implementation of the policy document b) Independent public institutions (e.g. Court of Audit, Ombudsman) c) President's/Prime Minister's or Cabinet Office d) Other central/federal government institution (e.g. Ministry of Finance) e) Independent consultant(s) (e.g. company, university, individual consultant) f) International organisation (e.g. OECD) g) Other, please specify:
	4. How were the latest results of the evaluation used? *(Please select all the options that apply from the drop-down menu)*	a) To readjust the timelines/deadlines of the initiatives b) To inform the public about the progress in implementation c) To change the course of action for initiatives that are not performing as planned d) Other. Please specify:	a) To readjust the timelines/deadlines of the initiatives b) To inform the public about the progress in implementation c) To change the course of action for initiatives that are not performing as planned d) Other. Please specify:	a) To readjust the timelines/deadlines of the initiatives b) To inform the public about the progress in implementation c) To change the course of action for initiatives that are not performing as planned d) Other. Please specify:	a) To readjust the timelines/deadlines of the initiatives b) To inform the public about the progress in implementation c) To change the course of action for initiatives that are not performing as planned d) Other. Please specify:	a) To readjust the timelines/deadlines of the initiatives b) To inform the public about the progress in implementation c) To change the course of action for initiatives that are not performing as planned d) Other. Please specify:
	5. Please provide the links to the most recent publicly available evaluation					
Impact evaluation	6.Was an impact evaluation conducted? *(Please select one option)*	☐ ***a) Yes*** ☐ ***b) No*** ☐ ***c) Don't know***	☐ ***a) Yes*** ☐ ***b) No*** ☐ ***c) Don't know***	☐ ***a) Yes*** ☐ ***b) No*** ☐ ***c) Don't know***	☐ ***a) Yes*** ☐ ***b) No*** ☐ ***c) Don't know***	☐ ***a) Yes*** ☐ ***b) No*** ☐ ***c) Don't know***
	7. Who commissioned the evaluation? *(Please write the name of the institution)*					
	8. *Who conducted the evaluation? *(Please select all the options that apply from the drop-down menu)*	a) The institution coordinating the implementation of the policy document b) Independent public institutions (e.g. Court of Audit, Ombudsman) c) President's/Prime Minister's or Cabinet Office d) Other central/federal government institution (e.g. Ministry of Finance) e) Independent consultant(s) (e.g. company, university, individual consultant) f) International organisation (e.g. OECD) g) Other, please specify:	a) The institution coordinating the implementation of the policy document b) Independent public institutions (e.g. Court of Audit, Ombudsman) c) President's/Prime Minister's or Cabinet Office d) Other central/federal government institution (e.g. Ministry of Finance) e) Independent consultant(s) (e.g. company, university, individual consultant) f) International organisation (e.g. OECD) g) Other, please specify:	a) The institution coordinating the implementation of the policy document b) Independent public institutions (e.g. Court of Audit, Ombudsman) c) President's/Prime Minister's or Cabinet Office d) Other central/federal government institution (e.g. Ministry of Finance) e) Independent consultant(s) (e.g. company, university, individual consultant) f) International organisation (e.g. OECD) g) Other, please specify:	a) The institution coordinating the implementation of the policy document b) Independent public institutions (e.g. Court of Audit, Ombudsman) c) President's/Prime Minister's or Cabinet Office d) Other central/federal government institution (e.g. Ministry of Finance) e) Independent consultant(s) (e.g. company, university, individual consultant) f) International organisation (e.g. OECD) g) Other, please specify:	a) The institution coordinating the implementation of the policy document b) Independent public institutions (e.g. Court of Audit, Ombudsman) c) President's/Prime Minister's or Cabinet Office d) Other central/federal government institution (e.g. Ministry of Finance) e) Independent consultant(s) (e.g. company, university, individual consultant) f) International organisation (e.g. OECD) g) Other, please specify:
	9. How were the latest results of the evaluation used? *(Please select all the options that apply from the drop-down menu)*	a) To readjust the timelines/deadlines of the initiatives b) To inform the public about the progress in implementation c) To change the course of action for initiatives that are not performing as planned d) Other. Please specify:	a) To readjust the timelines/deadlines of the initiatives b) To inform the public about the progress in implementation c) To change the course of action for initiatives that are not performing as planned d) Other. Please specify:	a) To readjust the timelines/deadlines of the initiatives b) To inform the public about the progress in implementation c) To change the course of action for initiatives that are not performing as planned d) Other. Please specify:	a) To readjust the timelines/deadlines of the initiatives b) To inform the public about the progress in implementation c) To change the course of action for initiatives that are not performing as planned d) Other. Please specify:	a) To readjust the timelines/deadlines of the initiatives b) To inform the public about the progress in implementation c) To change the course of action for initiatives that are not performing as planned d) Other. Please specify:
	10. Please provide the links to the most recent publicly available evaluation					
uation	11.Was another type of evaluation conducted? *(Please select one option)*	☐ ***a) Yes*** ☐ ***b) No*** ☐ ***c) Don't know***	☐ ***a) Yes*** ☐ ***b) No*** ☐ ***c) Don't know***	☐ ***a) Yes*** ☐ ***b) No*** ☐ ***c) Don't know***	☐ ***a) Yes*** ☐ ***b) No*** ☐ ***c) Don't know***	☐ ***a) Yes*** ☐ ***b) No*** ☐ ***c) Don't know***
	12. Who commissioned the evaluation? *(Please write the name of the institution)*					

Other evalu	13. Who conducted the evaluation? *(Please select all the options that apply from the drop-down menu)*	a) The institution coordinating the implementation of the policy document b) Independent public institutions (e.g. Court of Audit, Ombudsman) c) President's/Prime Minister's or Cabinet Office d) Other central/federal government institution (e.g. Ministry of Finance) e) Independent consultant(s) (e.g. company, university, individual consultant) f) International organisation (e.g. OECD) g) Other, please specify:	a) The institution coordinating the implementation of the policy document b) Independent public institutions (e.g. Court of Audit, Ombudsman) c) President's/Prime Minister's or Cabinet Office d) Other central/federal government institution (e.g. Ministry of Finance) e) Independent consultant(s) (e.g. company, university, individual consultant) f) International organisation (e.g. OECD) g) Other, please specify:	a) The institution coordinating the implementation of the policy document b) Independent public institutions (e.g. Court of Audit, Ombudsman) c) President's/Prime Minister's or Cabinet Office d) Other central/federal government institution (e.g. Ministry of Finance) e) Independent consultant(s) (e.g. company, university, individual consultant) f) International organisation (e.g. OECD) g) Other, please specify:	a) The institution coordinating the implementation of the policy document b) Independent public institutions (e.g. Court of Audit, Ombudsman) c) President's/Prime Minister's or Cabinet Office d) Other central/federal government institution (e.g. Ministry of Finance) e) Independent consultant(s) (e.g. company, university, individual consultant) f) International organisation (e.g. OECD) g) Other, please specify:	a) The institution coordinating the implementation of the policy document b) Independent public institutions (e.g. Court of Audit, Ombudsman) c) President's/Prime Minister's or Cabinet Office d) Other central/federal government institution (e.g. Ministry of Finance) e) Independent consultant(s) (e.g. company, university, individual consultant) f) International organisation (e.g. OECD) g) Other, please specify:
	14. How were the latest results of the evaluation used? *(Please select all the options that apply from the drop-down menu)*	a) To readjust the timelines/deadlines of the initiatives b) To inform the public about the progress in implementation c) To change the course of action for initiatives that are not performing as planned d) Other. Please specify:	a) To readjust the timelines/deadlines of the initiatives b) To inform the public about the progress in implementation c) To change the course of action for initiatives that are not performing as planned d) Other. Please specify:	a) To readjust the timelines/deadlines of the initiatives b) To inform the public about the progress in implementation c) To change the course of action for initiatives that are not performing as planned d) Other. Please specify:	a) To readjust the timelines/deadlines of the initiatives b) To inform the public about the progress in implementation c) To change the course of action for initiatives that are not performing as planned d) Other. Please specify:	a) To readjust the timelines/deadlines of the initiatives b) To inform the public about the progress in implementation c) To change the course of action for initiatives that are not performing as planned d) Other. Please specify:
	15. Please provide the links to the most recent publicly available evaluation					

If option "g" (Other) was selected in sub-question 3, please specify in the box below:

If option "d" (Other) was selected in sub-question 4, please specify in the box below:

If option "g" (Other) was selected in sub-question 8, please specify in the box below:

If option "d" (Other) was selected in sub-question 9, please specify in the box below:

If option "g" (Other) was selected in sub-question 13, please specify in the box below:

If option "d" (Other) was selected in sub-question 14, please specify in the box below:

32.1. (OPTIONAL) Please feel free to provide any further comments relating to Q32.

***Note** : Please feel free to provide any additional comments, explanations, background, etc.*

SUB-SECTION 10: INTERNAL AND EXTERNAL COMMUNICATIONS

This sub-section enquires about the government's efforts to communicate, both within the public administration and with the society as a whole about open government and about the specific open government initiatives included in the policy documents provided in the first section.This sub-section aims to gather any communication examples on open government from countries, therefore do not feel obliged to complete the section if there were no particular efforts in the past year. If your government has conducted many communication campaigns on open government or has several social media accounts disseminating information on open government initiatives, please only list the most relevant ones.

33. *In the past three years, has your central / federal government conducted any communications activities/initiatives to inform about and/or promote the benefits of a culture of open government? If so, please provide a concrete example of a successful activity/initiative in the box below.

***Note(s)**: This question ask specifically about communications that aim to raise public servants" and/or stakeholders" awareness on the benefits of a culture of open government (e.g. through flyers, videos, etc.), rather than campaigns on specific open government initiatives.*

Please only include communications that refer to the concept of open government (rather than specific communications on one or more of the principles of open government). For communications around specific open government initiatives, please refer to Q34 on internal communication campaigns and Q35 on external communication campaigns.

***Example(s):** Country A has published a video on different social media channels, including. YouTube, Instagram, and Facebook to explain what open government is and the actions that the government is taking to promote it across the public administration. The video has 3,000 views.*

Country B developed an Open Government Playbook and widely communicated about its existence, both externally and internally.

33.1. (OPTIONAL) Please feel free to provide any further comments relating to Q33.

***Note**: Please feel free to provide any additional comments, explanations, background, etc.*

34. *In the past year, has your central / federal government conducted any internal communication campaigns on specific open government issues and/or open government initiatives included in the policy document(s) mentioned in Q6?

***Note(s)**: This question asks specifically about internal communication campaigns (i.e. within the public administration).*
Please list a maximum of five priority campaigns. Write NA in the first column if there were no internal communication campaigns.

***Example(s);** In the past 12 months, the Open Government Office of Country A conducted internal communication campaigns to raise awareness about 1) a new tool for online participation that was created, 2) the existence of the central open government data portals well as 3) on a new decree that mandates new ways to reactively disclose information. For 1) it uses the government intranet as well as its own newsletter. For 2) it relied on posters and banners while it used all three channels for 3).*

Definition(s) from the glossary: "internal communication campaign"

Please fill in the table, answering sub-questions 1 to 3 (starting with sub-question 1) for a maximum of five (5) open government initiatives.

	Initiative 1	*Initiative 2 (if applicable)*	*Initiative 3 (if applicable)*	*Initiative 4 (if applicable)*	*Initiative 5 (if applicable)*
1. Name of open government initiative(s) your government communicated about					
2 .Channels used (select all that apply from the drop-down menu)	a) Newsletters b) Posters/banners in offices c) Government intranet d) Messages/announcements during staff meetings e) Other. Please specify:	a) Newsletters b) Posters/banners in offices c) Government intranet d) Messages/announcements during staff meetings e) Other. Please specify:	a) Newsletters b) Posters/banners in offices c) Government intranet d) Messages/announcements during staff meetings e) Other. Please specify:	a) Newsletters b) Posters/banners in offices c) Government intranet d) Messages/announcements during staff meetings e) Other. Please specify:	a) Newsletters b) Posters/banners in offices c) Government intranet d) Messages/announcements during staff meetings e) Other. Please specify:
3. (OPTIONAL) If available, please explain and / or upload evidence (e.g. a copy of the newsletter) to the OneDrive folder					

If other was selected in sub-question 2, please specify:

34.1. (OPTIONAL) Please provide any further comments relating to Q34.

***Note**: Please feel free to provide any additional comments, explanations, background, etc.*

35. *In the past three years, has your central / federal government conducted any external communication campaigns about the open government initiatives included in the policy documents mentioned in Q6?

***Note(s)**: This question asks specifically about external communication campaigns (i.e. targeting non-public stakeholders) on specific initiatives included in the policy documents mentioned in Q6 (e.g. a new consultation portal, a call for proposals, etc.).*

Please list a maximum of five priority campaigns.

Please write NA in the first column if there were no external communication campaigns at all.

***Example(s):** Country A launched the campaign "Participate more!" to inform citizens about the new central participation platform that was set up as part of the implementation of the Public Sector Modernization Strategy, one of the main policy documents mentioned in Q6. Channels used included social media and out of home advertisement (sub-question 3) The campaign was launched on 31 August 2019 and ended on 15 November 2019, with a duration of 76 days (sub-question 4). The campaign targeted people between 18 and 30 years old (sub-question 5).*

Definition(s) from the glossary: "communication campaign"

Please fill in the table, answering sub-questions 1 to 5 (starting with sub-question 1) for a maximum of five (5) communication campaigns.

	Campaign 1	*Campaign 2 (if applicable)*	*Campaign 3 (if applicable)*	*Campaign 4 (if applicable)*	*Campaign 5 (if applicable)*

1. Name of campaign *(Please fill in)*					
2. (OPTIONAL) Please provide a web link to any dissemination material used in the campaign or upload to OneDrive					
3. Channels used *(Please select all the options that apply from the drop-down menu)*	a) Press release b) Press conference c) Official social media accounts d) Newsletters e) Online advertisement (e.g. social media, third party websites, search engines) f) TV advertisement or participation in programmes. g) Radio advertisement h) Newspaper advertisement, articles, interviews. i) Out-of-home advertisement (e.g. billboards). j) Other. Please specify: k) None of the above	a) Press release b) Press conference c) Official social media accounts d) Newsletters e) Online advertisement (e.g. social media, third party websites, search engines) f) TV advertisement or participation in programmes. g) Radio advertisement h) Newspaper advertisement, articles, interviews. i) Out-of-home advertisement (e.g. billboards). j) Other. Please specify: k) None of the above	a) Press release b) Press conference c) Official social media accounts d) Newsletters e) Online advertisement (e.g. social media, third party websites, search engines) f) TV advertisement or participation in programmes. g) Radio advertisement h) Newspaper advertisement, articles, interviews. i) Out-of-home advertisement (e.g. billboards). j) Other. Please specify: k) None of the above	a) Press release b) Press conference c) Official social media accounts d) Newsletters e) Online advertisement (e.g. social media, third party websites, search engines) f) TV advertisement or participation in programmes. g) Radio advertisement h) Newspaper advertisement, articles, interviews. i) Out-of-home advertisement (e.g. billboards). j) Other. Please specify: k) None of the above	a) Press release b) Press conference c) Official social media accounts d) Newsletters e) Online advertisement (e.g. social media, third party websites, search engines) f) TV advertisement or participation in programmes. g) Radio advertisement h) Newspaper advertisement, articles, interviews. i) Out-of-home advertisement (e.g. billboards). j) Other. Please specify: k) None of the above
4. Length of campaign in days *(Please fill in)*					
5. Description of target audience(s) *(Please fill in)*					

If option "j" (Other) was selected in sub-question 3, please specify:

35.1. (OPTIONAL) Please feel free to provide any further comments relating to Q35.

***Note** : Please feel free to provide any additional comments, explanations, background, etc.*

36. *Please provide the addresses of the social media accounts that your central / federal government uses to communicate about open government initiatives included in the policy document(s) mentioned in Q6.

***Note(s):** Please only provide the social media accounts that have published content related to open government initiatives in the last three years.*

Please feel free to also include personal accounts in this list (e.g. those of the OGP point of contact, the High Level Representative etc.).

Please write NA in the first column if there were no relevant social media accounts.

***Example(s):** The Office for Open Government in the Ministry of Public Administration of Country A uses two social media platforms to communicate about the OGP Action Plan: Twitter and Facebook.. For Twitter, the account name is @OpenGovCountry. The account name on Facebook is "OpenGov Country A", corresponding to the web page facebook.com/OpenGov.countryA. In addition, the Anti-corruption Secretariat of Country A regularly tweets about open government initiatives, using the twitter acount @AntiCorCountryA. There is also a specific twitter account focusing on fiscal transparency and open budgeting that is run out of the Ministry of Finance (@BudgetTransparencyCountryA).Country A lists all these accounts in the table below.*

Please fill in the table, answering for a maximum of 3 accounts/handles by social media platform (e.g. Twitter).

	a) Twitter	*b)* Facebook	*c)* LinkedIn	*d)* Instagram	*e)* Snapchat	*f)* YouTube	*g)* Others
Account name 1 (*Please list relevant names/handles)*							
Account name 2 (*Please list relevant names/handles)*							
Account name 3 (*Please list relevant names/handles)*							

36.1. (OPTIONAL) Please provide any further comments on Q36.

***Note** : Please feel free to provide any additional comments, explanations, background, etc.*

If you selected "OGP" in Q2, please answer Q37 (mandatory).

37. *If available, please upload the plan/strategy on how to communicate internally and/or externally around the OGP Action Plan to OneDrive or send it to SurveyOpenGovernment@oecd.org.

***Example(s):** For its 2019-2020 OGP Action Plan, Country A adopted a Communication Strategy that includes a mapping of stakeholders, an outline of concrete steps of the cycle during which the government will issue targeted communications to them, as well as a distribution of communications-relating responsibilities between public institutions.*

Definition(s) from the glossary: "Communications strategy"

Send document

If you selected "OGP in Q2", please answer Q38 (mandatory).

38. *Which office/s) in government leads communication efforts around the OGP Action Plan? (as of 31 October 2020)

Example(s): In Country A, communication efforts around the OGP Action Plan are led by the Secretariat for Communications which is part of the Ministry of the Presidency. The Secretariat for Communications coordinates efforts with the communications teams of the public institutions that are contributing to the implementation of the Action Plan through the different commitments. In addition, the communications team of the Office of Transparency and Open Government which coordinates the OGP process provides substantive inputs to the Secretariat of Communications.

Please provide the name(s) of the office(s) and briefly explain how your government communicates around the OGP Action Plan in the box below.

If you selected "OGP" in Q2, please answer Q38.1 (mandatory).

38.1. *In addition to internal resources, which of the following external resources has your government used to communicate around the OGP Action Plan in the past three years?

Please select all relevant options from the drop-down menu:	a) Communication agencies b) Consultants c) Social media influencer(s) (e.g. facebook, youtube, tiktok, etc.) d) Celebrities e) Media partnerships f) Advertisement agency g) Other. Please specify: h) None

If other was selected, please specify:

If you selected "OGP" in Q2, please feel free to answer Q38.1.1

38.1.1. (OPTIONAL) Please briefly specify which tasks were assigned to external resources in the box below.

If you selected "OGP" in Q2, please answer Q39 (mandatory).

39. *In which ways did the government communicate around the following stages of the past or current OGP Action Plan?

Note(s) *: At the moment of responding to this questionnaire, several countries will be in the process of co-creating a new OGP Action Plan. This question gives you the opportunity, for each stage of the process, to answer for the current or past OGP Action Plan, whichever is closest in time.*

If there were no communications at a particular moment, please select "None of the above" in sub-question 1.

Definition(s) from the glossary: "Media mentions"

Please fill in the table, answering sub-questions 1-4 for each stage of the OGP Action Plan (columns "a" to "f")

	a) Start of the co-creation process for the latest Action Plan	*b) Launch of the latest Action Plan*	*c) Mid-term self-assessment report*	*d) Implementation of the latest Action Plan*	*e) End-of-term self assessment report*	*f) Other step of the OGP Action Plan. Please specify:*
1. Channels used to communicate around the past or current OGP Action Plan *(Select all the options that apply from the drop-down menu)*	a) Press release b) Press conference c) Official social media accounts d) Newsletters e) Online advertisement (e.g. social media, third party websites, search engines) f) TV advertisement or participation in programmes. g) Radio advertisement h) Newspaper advertisement, articles, interviews. i) Out-of-home advertisement (e.g. billboards). j) Other. Please specify: k) None of the above	a) Press release b) Press conference c) Official social media accounts d) Newsletters e) Online advertisement (e.g. social media, third party websites, search engines) f) TV advertisement or participation in programmes. g) Radio advertisement h) Newspaper advertisement, articles, interviews. i) Out-of-home advertisement (e.g. billboards). j) Other. Please specify: k) None of the above	a) Press release b) Press conference c) Official social media accounts d) Newsletters e) Online advertisement (e.g. social media, third party websites, search engines) f) TV advertisement or participation in programmes. g) Radio advertisement h) Newspaper advertisement, articles, interviews. i) Out-of-home advertisement (e.g. billboards). j) Other. Please specify: k) None of the above	a) Press release b) Press conference c) Official social media accounts d) Newsletters e) Online advertisement (e.g. social media, third party websites, search engines) f) TV advertisement or participation in programmes. g) Radio advertisement h) Newspaper advertisement, articles, interviews. i) Out-of-home advertisement (e.g. billboards). j) Other. Please specify: k) None of the above	a) Press release b) Press conference c) Official social media accounts d) Newsletters e) Online advertisement (e.g. social media, third party websites, search engines) f) TV advertisement or participation in programmes. g) Radio advertisement h) Newspaper advertisement, articles, interviews. i) Out-of-home advertisement (e.g. billboards). j) Other. Please specify: k) None of the above	a) Press release b) Press conference c) Official social media accounts d) Newsletters e) Online advertisement (e.g. social media, third party websites, search engines) f) TV advertisement or participation in programmes. g) Radio advertisement h) Newspaper advertisement, articles, interviews. i) Out-of-home advertisement (e.g. billboards). j) Other. Please specify: k) None of the above
2. Please provide web link(s) to the communication(s) (e.g. to a press release) *(Please fill in)*						
3. (OPTIONAL) If available, please provide the total single media mentions in numbers *(Please fill in)*						
4. (OPTIONAL) Description of target audience(s) *(Please fill in)*						

If option "j" other was selected in sub-question 1, please specify:

39.1. (OPTIONAL) Please feel free to provide any further comments relating to Q39.

Note *: Please feel free to provide any additional comments, explanations, background, etc.*

SUB-SECTION 11: OPEN STATE

This sub-section enquires about current efforts to promote an open state. The 2017 OECD Recommendation of the Council on Open Government defines open state as "when the executive, legislature, judiciary, independent public institutions, and all levels of government - recognising their respective roles, prerogatives, and overall independence according to their existing legal and institutional frameworks - collaborate, exploit synergies, and share good practices and lessons learned among themselves and with other stakeholders to promote transparency, integrity, accountability, and stakeholder participation, in support of democracy and inclusive growth".

40. *In the past three years, have the different branches of the state and the different levels of government undertaken any of the following joint activities to promote the open government principles of transparency, accountability, integrity, and citizen and stakeholder participation?

Please check all that apply.

- ☐ ***a) Joint coordination body (e.g. Open State Commission / Roundtable)***
- ☐ ***b) Joint declaration (e.g. Open State Agreement)***
- ☐ ***c) Joint open government initiatives (e.g. joint open data portal)***
- ☐ ***d) Sharing good practices and experiences (e.g. trainings, handbooks, etc.)***
- ☐ ***e) Contributing to each other's policy documents (e.g. Country A's OGP Action Plan)***
- ☐ ***f) Other(s). Please specify:***
- ☐ ***g) None of the above.***

If option "f" (Other(s)) was selected, please specify:

Unless option "g" (None of the above) was selected in Q40, please answer Q40.1 (mandatory).

40.1. *Please provide examples of the most impactful joint activities the different branches of the state and the different levels of governmen have undertaken to promote the open government principles of transparency, accountability, integrity, and citizen and stakeholder participation.

***Note(s)** : Please focus on a maximum of five (5) impactful example(s) of collaboration between different branches of the state and / or different levels of government.*

***Example(s):** In Country A, in late 2019, the Executive, the Judiciary and the Parliament signed an Open State Agreement that includes jointly designed initiatives to foster common standards for participatory processes and a whole-of-state open data portal as well as regular co-ordination meetings. Country A provides details on this example in the table below.*

In Country B, the involvement of selected regions and municipalities in the OGP process has resulted in increased levels of collaboration between the levels of government in the promotion of the principles of open government. They have jointly developed a Handbook on Transparency and Participation for Municipalities and are now working on joint training curricula. Country B provides details on this example in the table below.

Please fill in the table, answering sub-questions 1 to 4 (starting with sub-question 1) for a maximum of five (5) joint activities .

	Joint Activity 1	*Joint Activity 2 (if applicable)*	*Joint Activity 3 (if applicable)*	*Joint Activity 4 (if applicable)*	*Joint Activity 5 (if applicable)*
1. Name of joint activity / initiative *(please fill in)*					
2.Which public stakeholders are/were involved? *(please select all options that apply from the drop-down menu)*	a) Prime minister's/President's office/Cabinet office b) Other central/federal government institutions. Please specify: c) Independent public institutions. Please specify: d) Subnational governments. Please specify what levels: e) Institutions from the judicial branch f) Institutions from the legislative branch g) Other. Please specify:	a) Prime minister's/President's office/Cabinet office b) Other central/federal government institutions. Please specify: c) Independent public institutions. Please specify: d) Subnational governments. Please specify what levels: e) Institutions from the judicial branch f) Institutions from the legislative branch g) Other. Please specify:	a) Prime minister's/President's office/Cabinet office b) Other central/federal government institutions. Please specify: c) Independent public institutions. Please specify: d) Subnational governments. Please specify what levels: e) Institutions from the judicial branch f) Institutions from the legislative branch g) Other. Please specify:	a) Prime minister's/President's office/Cabinet office b) Other central/federal government institutions. Please specify: c) Independent public institutions. Please specify: d) Subnational governments. Please specify what levels: e) Institutions from the judicial branch f) Institutions from the legislative branch g) Other. Please specify:	a) Prime minister's/President's office/Cabinet office b) Other central/federal government institutions. Please specify: c) Independent public institutions. Please specify: d) Subnational governments. Please specify what levels: e) Institutions from the judicial branch f) Institutions from the legislative branch g) Other. Please specify:
3. (Optional) Short description of the initiative (Please also feel free to upload any supporting documentation to OneDrive)					

If "e" (other) was selected in sub-question 2, please specify:

If "b" (other federal institutions) was selected in sub-question 3, please specify:

If "c" (independent public institutions) was selected in sub-question 3, please specify:

If "d" (sub-national governments) was selected in sub-question 3, please specify:

If "g" (other) was selected in sub-question 3, please specify:

40.2. (OPTIONAL) Please feel free to provide any further comments relating to Q40.

***Note** : Please feel free to provide any additional comments, explanations, background, etc.*

41. *Do any institutions outside of the executive branch of the state have their own governance arrangements to promote the principles of open government?

***Note(s)** : Please do not include the OGP National Action Plan as an answer for this question, even if the other branches of the state have included commitments in it.*

Please only include documents that are separate from the central/federal level (i.e. a commitment made by the Ombudsman in your country's OGP Action Plan does not count as an answer).

If no institutions outside the executive branch of state have their own governance arrangements to promote open government, please write NA in the first column.

Definition(s) from the glossary: "judicial branch" "legislative branch"

Example(s): *In Country A, the Supreme Court established a Roadmap to improve access to information from the jduciary and transparency that is co-ordinated by the Office for Transparency of the institution (sub-question 4). Country A, hence, provides the name of the institution (i.e. Supreme Court) in sub-question 1 and answers sub-questions 2 to 5.*

In Country B, the Parliament has established an Open Parliament Strategy that includes initiatives to foster transparency and citizen participation in the Legislature. The Strategy is co-ordinated by the Open Parliament Division within the Modernization Directorate of the Parliament. Country B, hence, provides the name of the institution (i.e. Parliament) in sub-question 1 and answers sub-questions 2 to 5.

Please fill in the table, answering sub-questions 1 to 5 (starting with sub-question 1) for a maximum of five (5) institutions from outside of the executive branch.

	Institution 1	*Institution 2 (if applicable)*	*Institution 3 (if applicable)*	*Institution 4 (if applicable)*	*Institution 5 (if applicable)*
1. Name of institution *(Please fill in)*					
2. Branch *(Please check one option)*	○ ***a) Judicial branch***	○ ***a) Judicial branch***	○ ***a) Judicial branch***	○ ***a) Judicial branch***	○ ***a) Judicial branch***
	○ ***b) Legislative branch***	○ ***b) Legislative branch***	○ ***b) Legislative branch***	○ ***b) Legislative branch***	○ ***b) Legislative branch***
	○ ***c) Independent public institution***	○ ***c) Independent public institution***	○ ***c) Independent public institution***	○ ***c) Independent public institution***	○ ***c) Independent public institution***
	○ ***d) Other, please specify below***	○ ***d) Other, please specify below***	○ ***d) Other, please specify below***	○ ***d) Other, please specify below***	○ ***d) Other, please specify below***
3. Name of the institution's policy document(s) to promote the principles of open government (e.g. roadmap, strategy, etc.) *(Please fill in)*					
4. Name / title of the office(s) / person in charge of coordinating open government reforms *(Please fill in)*					
5. (OPTIONAL) Comments					

If option "d" (Other) was selected, please specify in the box below

41.1. (OPTIONAL) Please provide any further comments on Q41.

Note *: Please feel free to provide any additional comments, explanations, background, etc.*

42. *Do any subnational governments in your country have their own governance arrangements to promote the principles of open government?

Note(s) *: Please feel free to include information about all different subnational levels of government (e.g. municipal, state, provincial, etc.) that exist in your country.*

Example(s): *In Country A, the Province of Y has adopted an Open Government Policy. The main government office in charge of open government reforms in Province Y is the Transparency and Participation Unit within the office of the Head of Government. Country A, hence, provides the name of the subnational government (i.e. Province of Y) in sub-question 1 and answers sub-questions 1 to 3.*

In Country B, the City of X is implementing its first OGP Action Plan. The Action Plan is co-ordinated by the Office for Digitalization of the Secretariat for Modernization.

Please fill in the table, answering sub-questions 1 to 4 (starting with sub-question 1) for a maximum of five (5) sub-national governments.

	Sub-national government 1	*Sub-national government 2 (if applicable)*	*Sub-national government 3 (if applicable)*	*Sub-national government 4 (if applicable)*	*Sub-national government 5 (if applicable)*
1. Name of the subnational government *(Please fill in)*					
2. Name of the subnational government's policy document(s) to promote the principles of open government (e.g. roadmap, strategy, etc.) *(Please fill in)*					
3. Name / title of the office / person in charge of coordinating open government reforms in the subnational government *(Please fill in)*					
4. (Optional) Comments					

42.1. (OPTIONAL) Please feel free to provide any further comments relating to Q42.

Note *: Please feel free to provide any additional comments, explanations, background, etc.*

If you selected "OGP" in Q2, please answer Q43 (mandatory).

43. *Are you aware of any specific efforts made by parliament in your country to support the implementation of your OGP Action Plan?

Example(s): *In Country A, the Legislature has its own Open Parliament action plan in line with the OGP requirements. Country A, hence, checks option "f".*

Please check all that apply.

☐ ***a) The parliament passed specific legislation to support the implementation of the OGP National Action Plan (or correspondent policy document)***

☐ ***b) The parliament oversees and monitors the progress of the implementation of the OGP National Action Plan (or correspondent policy document)***

☐ ***c) The parliament is in charge of allocating the budget for the implementation of the OGP National Action Plan (or correspondent policy document)***

- ☐ ***d) The parliament included commitments in the current OGP Action Plan (or correspondent policy document)***
- ☐ ***e) The parliament included commitments in a previous OGP Action Plan (or correspondent policy document)***
- ☐ ***f) The parliament has its own Open Parliament Action Plan in line with the OGP requirements (e.g. an Open Parliament Action Plan)***
- ☐ ***g) Other, please specify:***
- ☐ ***h) None***

If "g" (Other) was selected in Q44, please specify:

If any option from "a" to "g" was selected, please feel free to answer Q43.1 (optional)

43.1. (OPTIONAL) Please provide an example of an effort made by parliament in your country to support the implementation of your OGP Action Plan.

43.2. (OPTIONAL) Please feel free to provide any further comments relating to Q43.

***Note** : Please feel free to provide any additional comments, explanations, background, etc.*

44. *In the past year, has the central / federal government participated in any parliamentary hearings on any of the following topics related to open government?

***Note(s)** : If there were several hearings on the same topic in the past year, please note it in the box in Q44.2 below.*

Definition(s) from the glossary: "Parliamentary or congressional hearing"

Please check all that apply.

- ☐ ***a) Parliamentary hearing about the OGP process***
- ☐ ***b) Parliamentary hearings about access to information policies***
- ☐ ***c) Parliamentary hearings about citizen participation policies***
- ☐ ***d) Parliamentary hearings about open government data policies***
- ☐ ***e) Parliamentary hearings about issues relating to the protection of civic space (e.g. freedom of expression/speech, association and/or assembly, right to privacy, press freedom, protection of journalists and human rights defenders, CSO enabling environment).***
- ☐ ***f) Other, please specify:***
- ☐ ***g) None of these topics***

If other was selected in Q44, please specify:

If any option from "a" to "f" was selected in Q44, please answer Q44.1 (mandatory)

44.1. *Please provide more details on the hearings in which the central/federal government participated.

Please fill in the table, answering sub-questions 1 to 4 (starting with sub-question 1) for a maximum of five (5) hearings.

	Hearing 1	*Hearing 2 (if applicable)*	*Hearing 3 (if applicable)*	*Hearing 4 (if applicable)*	*Hearing 5 (if applicable)*
1. Short description of the parliamentary hearing (*Please fill in)*					
2. Name of government institution(s) that participated *(Please fill in)*					
3. Please briefly explain the topic that was discussed (OPTIONAL)					

44.2. (OPTIONAL) Please feel free to provide any further comments relating to Q44.

***Note** : Please feel free to provide any additional comments, explanations, background, etc.*

SECTION 2: A FOCUS ON THE OPEN GOVERNMENT PRINCIPLE OF CITIZEN AND STAKEHOLDER PARTICIPATION

Contact information

*RESPONDENTS' INFORMATION FOR SECTION 2			
	Respondent 1 *(main contributor to this section)*	**Respondent 2** *(if relevant)*	**Respondent 3** *(if relevant)*
Name of Institution / Ministry / Department:			
Relevant website:			
First and last names			
Job title:			
Contact email:			
Contact telephone number:			

Instructions

When filling out the excel sheet, please consider that:

► Mandatory questions are marked with a red asterisk (*) and their response fields will remain red until an answer is selected or entered.
► Fields for answers to questions that do not apply to you (on the basis of your previous answers) are blacked out. Please do not enter text into these fields.
► Optional questions appear in white and are also marked with OPTIONAL.

► Please read the notes and examples included in the questions. In some cases you will find indications on how to answer if the question does not apply to your country.
► Whenever a definition is relevant to answer a question, this is highlighted in the row "Definition(s) from the glossary" just below the question. To see the full definition, click on the word with the hyperlink and you will be taken to the corresponding section of the glossary. Please check the glossary if any term is unclear and is not highlighted in this manner.
► Whenever there is an example in a table, this is provided as a comment and indicated through the usual red corner of the cell. To see the comment, simply hover over the cell with your mouse.
► A drop-down menu is only visible if you click on the cell that contains it (you will see an arrow in the bottom-right corner). To clear the contents of a cell with a drop-down menu, press "delete" on your keyboard.
► If you select the "other" option, please fill in the box at the bottom of the relevant question clarifying your answer.

Should you face problems in using the Excel or OneDrive folder, please send an email to SurveyOpenGovernment@oecd.org or contact Benedict Stefani (+(33-1) 45 24 99 29). We will be happy to assist you.

SEND EMAIL TO OECD SECRETARIAT (click here)

SUB-SECTION 1: PARTICIPATION POLICIES

1. *Does your government have a strategy / policy to foster citizen and / or stakeholder participation across government?

Note(s): *If you have already included this strategy / policy as one of your country's main policy documents in Q6 in the first section of this survey, please mention it in the comments box below and leave the table blank.*

If your country has more than one strategy / policy to foster citizen and / or stakeholder participation, please fill in the table for each of them.

If you do not have any strategy/policy please write NA in sub-question 1.

Example(s): *Country A's Public Sector Modernization Strategy included a chapter focusing on citizen and stakeholder participation in policy-making and service delivery. The chapter outlines a vision, objectives and concrete initiatives to foster participation of different groups in policy processes. Country A, hence, provides details on this strategy in the table below.*

In Country B, the Ministry of the Presidency has designed a Citizen Engagement Policy that provides an overview of available tools for participatory processes as well as further resources that public institutions can use. Country A, hence, provides details on the Policy in the table below.

Please fill in the table below, answering sub-questions 1-4 for up to five (5) strategies / policies.

	Policy / Strategy 1	*Policy / Strategy 2*	*Policy / Strategy 3*	*Policy / Strategy 4*	*Policy / Strategy 5*
1. Please provide the name of the strategy / policy					
2. Please provide the date of adoption of the strategy / policy					
3. Please provide the name of coordinating public institution					
4. Please explain the vision and / or main objectives of the strategy / policy (as stated in the policy document)					

1.1. (OPTIONAL) Please feel free to provide any further comments relating to Q1.

Note *: Please feel free to provide any additional comments, explanations, background, etc.*

2. *Does your government have a specific strategy / policy to encourage the participation of any of the following groups in decision-making?

Note(s) *: This question aims at understanding if there is a defined strategy to reach out to underrepresented groups of society in order to hear their views on public policy issues that affect them either specifically (e.g. youth are affected specifically by changes in the curricula for upper-secondary education) or because of being part of society (e.g. youth are affected by environmental degradation as part of the society as a whole).*

Example(s): In *Country A, the Ministry of Youth has developed a whole-of-government strategy that suggests that all public institutions reach out to young people when conducting participatory processes. This entails developing content aimed at young people, such as summaries of background documents, and specific instances for them to voice their views, such as meetings reserved to them. Country A, hence, selects option "a".*

Country B has a whole-of-government strategy to encourage the participation of people with disabilities, which includes ensuring that in-person consultations are only held in wheelchair accessible locations, providing sign-language interpretation at in-person meetings, among other considerations. Country B, hence, selects option "i".

Please check all that apply

- ☐ a) Youth
- ☐ b) Women
- ☐ c) Individuals with particular religious affiliations
- ☐ d) LGBTIQ+ people
- ☐ e) Minority ethnic groups
- ☐ f) Refugees/asylum seekers/migrants
- ☐ g) Elderly (people aged 65+)
- ☐ h) Socially or economically marginalized people
- ☐ i) People with special needs or disabilities
- ☐ j) Other(s). Please specify:
- ☐ k) None of the above

2.1. (OPTIONAL) For each selected option, if available, please send the strategy / policy to SurveyOpenGovernment@oecd.org, upload it to the OneDrive or provide a link to its website in the box below.

Send document

2.2. (OPTIONAL) Please feel free to provide any further comments relating to Q2.

Note *: Please feel free to provide any additional comments, explanations, background, etc.*

SUB-SECTION 2: INSTITUTIONAL MECHANISMS FOR PARTICIPATION

This section enquires about existing institutional mechanisms to promote a coordinated approach to stakeholder participation beyond the electoral cycle.

3. *Does your central/federal government have office(s) / institution(s) with the following responsibilities relating to citizen and stakeholder participation?

Note(s): *This question seeks to understand whether there are one or several offices with responsibilities for overseeing and/or supporting other institutions at the central/federal level of government in their citizen and stakeholder participation processes.*

Please specify NA in sub-question 1 if an option ("a" to "d") is not applicable or if the is no such office / institution in your country.

If more than one office is in charge of one of the responsibilities ("a" to "d"), please answer sub-questions 1 to 3 for all of them.

Option c) seeks to understand if the central/federal government has dedicated technical resources able to deploy digital tools for citizen and stakeholder participation and assist the entities using those tools. Technical resources refers to human resources able to code, develop, install and/or maintain the technologies used to engage with citizens and stakeholders (developers, designers, data scientists, etc.) and the necessary infrastructure to install the tools (servers, cloud servers, computers, etc.).

Example(s): *Country A has purchased a digital solution to conduct online consultations. The Ministry for the Digital Transformation has a unit (digital solutions team) that has the responsibility of providing support to users from the central level of government (e.g. ministries) who wish to use such digital solution for their online consultation. Hence, for country A "digital solutions team of the Ministry for the Digital Transformation" should be entered in sub-question 1 of column c).*

Please fill in the table below, answering sub-questions 1-4 for each of the responsibilities relating to citizen and stakeholder participation ("a" to "d").

Responsibilities	*a) Provide support to public institutions on how to consult and engage with citizens and stakeholders (guidance, advice, training, etc.)*	*b) Strengthen relationships between government and civil society*	*c) Provide technical support to public institutions on the use of digital technologies for citizen and stakeholder consultation or engagement*	*d) Other functions (please specify the 'other' functions that this office / institution has in the box below):*
1. For each responsibility ("a" to "d"), please provide the name of the office(s) / institution(s) in the central / federal government that is in charge of it.				
2. Please provide the website of the office(s) / institution(s)				
3. (OPTIONAL) Please briefly describe the responsibilities of the office(s) / institution(s)				

If option "d" (other) was selected, please specify in the box below:

3.1. (OPTIONAL) Please feel free to provide any further comments relating to Q3.

Note: *Please feel free to provide any additional comments, explanations, background, etc.*

4. *Which percentage of government ministries at central / federal level in your country have dedicated staff in charge of citizen and stakeholder participation?

Note(s): *This question seeks to understand what proportion of ministries have at least one staff dedicated to carry out consultations and/or engagement with citizens and stakeholders, and/or to coordinate efforts across the ministry and/or the central level of government to consult and/or engage stakeholders. In order to be considered in this question, staff need to have a responsibility over consultation and/or engagement, even if they are also responsible for other tasks.*

Example(s): *In Country A, 11 out of 20 Ministries have a point of contact in charge of citizen and stakeholder participation. His/Her responsibilities include overseeing the implementation of participatory processes in his/her institution. Hence, Country A selects option c).*

Please check one option.

- ○ **a) 100%**
- ○ **b) 75% - 99%**
- ○ **c) 50%-74%**
- ○ **d) 25%-49%**
- ○ **e) 1%-24%**
- ○ **f) 0%**
- ○ **g) Don't Know/ Not applicable**

4.1. (OPTIONAL) If available, please list the Ministries you counted in your answer to Q4.

4.2. (OPTIONAL) Please feel free to provide any further comments relating to Q4.

Note: *Please feel free to provide any additional comments, explanations, background, etc.*

5. *Does your central / federal government have any portals to facilitate citizen and stakeholder participation?

Note(s): *A "government-wide" portal (see sub-question 3) f for citizen and stakeholder participation refers to a centralized website (one-stop-shop) where consultation and engagement opportunities from all ministries at the central/federal level of government are published.*

In contrast, an "institution-specific" portal (see sub-question 3) for citizen and stakeholder participation refers to a website dedicated to consultation and engagement opportunities regarding solely one public institution (e.g. the Ministry of Education).

If your government has a government-wide portal, and some ministries at the central/federal level also have their own individual portals, you can just answer about the government-wide portal.

If there are no portals, please write "NA" in sub-question 1.

Regarding the portals' functions (sub-question 5), please select all the features that the portal(s) have. If a function is not embedded in the portal, but users are redirected to websites/portals that have such function, you can also select the option (e.g. if the government-wide portal redirects to another website where citizens and stakeholders can provide their input to an ongoing consultation).

Example(s): *Country A has a single website called "participation.a" where all the citizen and stakeholder consultation and engagement opportunities from the various ministries at the central level, as well as from some subnational governments, are listed. This website is coordinated by the Communication Officer of the Government. The portal has the main function of carrying out online consultations (e.g. ask citizens and stakeholders for their views on draft laws that will be submitted to the Parliament) and engagement (e.g. to organize hackathons with open government data). Each consultation is published with background documents (e.g. the draft law and a paper explaining the changes from existing regulations). Hence, Country A's portal "participate.a" (sub-question 1) is categorized as "government-wide" (sub-question 3). Country A further specifies the name of the institution that co-ordinates the portal in sub-question 4 and checks options b), c) and d) in sub-question 5.*

Country B has multiple citizen and stakeholder participation websites: Each ministry has its own portal, which is in turn managed by the ministries' respective Communication Officer. Each of these websites provides general information about consultation or engagement opportunities as well as about the citizen and stakeholders' right to participate. Therefore, Country B lists all these portals in sub-question 1, categorizes them as 'institution-specific" (sub-question 3) and selects options a) and f) in respect to the functions these portals cover (sub-question 5).

Please fill in the table below, answering sub-questions 1-5 for a maximum of 5 portals

Portal	*Portal 1*	*Portal 2*	*Portal 3*	*Portal 4*	*Portal 5*
1. Please provide the name of the portal					
2. Please provide the web link to the portal					
3 .Type of portal *(Please select one option)*	○ ***a) Government-wide***	○ ***a) Government-wide***	○ ***a) Government-wide***	○ ***a) Government-wide***	○ ***a) Government-wide***
	○ ***b) Institution-specific***	○ ***b) Institution-specific***	○ ***b) Institution-specific***	○ ***b) Institution-specific***	○ ***b) Institution-specific***
	○ ***c) Other: please specify***	○ ***c) Other: please specify***	○ ***c) Other: please specify***	○ ***c) Other: please specify***	○ ***c) Other: please specify***
4. Please provide the name of the office/institution co-ordinating the portal					

5. What functions does the portal have? *(Please select all that apply from the drop-down menu)*	a) Redirect towards institutional portals for consultation and engagement b) Provide information about upcoming consultation or engagement opportunities c) Provide background documents for specific consultations or engagement opportunities d) Carry out online consultations or engagement e) Inform about past consultation or engagement opportunities f) Provide information about citizens' and stakeholders' right to participate g) Providing feedback on the government implementation of recommendations and inputs received from citizens and stakeholders during participatory processes h) Other: please specify	a) Redirect towards institutional portals for consultation and engagement b) Provide information about upcoming consultation or engagement opportunities c) Provide background documents for specific consultations or engagement opportunities d) Carry out online consultations or engagement e) Inform about past consultation or engagement opportunities f) Provide information about citizens' and stakeholders' right to participate g) Providing feedback on the government implementation of recommendations and inputs received from citizens and stakeholders during participatory processes h) Other: please specify	a) Redirect towards institutional portals for consultation and engagement b) Provide information about upcoming consultation or engagement opportunities c) Provide background documents for specific consultations or engagement opportunities d) Carry out online consultations or engagement e) Inform about past consultation or engagement opportunities f) Provide information about citizens' and stakeholders' right to participate g) Providing feedback on the government implementation of recommendations and inputs received from citizens and stakeholders during participatory processes h) Other: please specify	a) Redirect towards institutional portals for consultation and engagement b) Provide information about upcoming consultation or engagement opportunities c) Provide background documents for specific consultations or engagement opportunities d) Carry out online consultations or engagement e) Inform about past consultation or engagement opportunities f) Provide information about citizens' and stakeholders' right to participate g) Providing feedback on the government implementation of recommendations and inputs received from citizens and stakeholders during participatory processes h) Other: please specify	a) Redirect towards institutional portals for consultation and engagement b) Provide information about upcoming consultation or engagement opportunities c) Provide background documents for specific consultations or engagement opportunities d) Carry out online consultations or engagement e) Inform about past consultation or engagement opportunities f) Provide information about citizens' and stakeholders' right to participate g) Providing feedback on the government implementation of recommendations and inputs received from citizens and stakeholders during participatory processes h) Other: please specify

If option "c" (other) in sub-question 3, please specify in the box below:

If option "g" (other) in sub-question 5, please specify in the box below:

If there is any government-wide portal (answer "a" to sub-question 3 in Q5), please answer Q5.1

5.1. *Please indicate what types of citizen and stakeholder consultations and engagement opportunities are featured in the portal.

Note(s)*: The types of citizen and stakeholder consultations and engagement opportunities may include public consultations, hackathons, citizens' assemblies, representative deliberative processes, inputs for the definition of the OGP Action Plan, etc.*

If there is any government-wide portal (answer "a" to sub-question 3 in Q5) for carrying-out consultations or engagement (answer "d" to sub-question 4 in Q5), feel free to answer Q5.2

5.2. (OPTIONAL) For the year 2019, please provide details on the public consultations over the internet included in the portal(s).

Note(s): *Please only provide details of requests for written input/comments through the portal(s). This excludes registering for in-person events through the platform.*

The length of the process is counted from when the request for comments is published in the portal to the deadline for submitting inputs.

Example(s): *The government of Country C published three draft laws for citizens and stakeholders to comment in 2019. The first draft law received 20 comments, the second one received 50, and the third one received 20. The average of comments received per request was 30. The first draft was published on March 1st and the deadline for comments was May 5th (total length of 66 days), the second on April 15th and the deadline was May 15th (31 days), and the third from September 5th to November 20th (77 days). The average was 58 days.*

Please fill in the table below, answering sub-questions 1-3 for each automatically pre-filled portal from Q5

Definition(s) from the glossary: "public consultation over the internet"

Portal	*Portal 1*	*Portal 2*	*Portal 3*	*Portal 4*	*Portal 5*
Name of the government-wide portal (pre-filled automatically from Q5)					
1. Total number of consultations and / or engagement opportunities 2019					
2. Average number of inputs received per request					
3. Average length the process in days (from publishing to deadline)					

If there is any government-wide portal (answer "a" to sub-question 3 in Q5) for carrying-out consultations or engagement (answer "d" to sub-question 5 in Q5) please answer Q5.3

5.3. (OPTIONAL) What proportion of these online requests for inputs were accompanied by in-person meetings with non-public stakeholders?

Example(s): *In 2019, from the 23 consultations listed in Country C's one-stop-shop website for participation, only 5 were accompanied by an in-person opportunity for citizens and non-public stakeholders to participate. Hence, Country C selects option e).*

Definition(s) from the glossary: "non-public stakeholder"

Please check one option.

- ○ **a) 100%**
- ○ **b) 75% - 99%**
- ○ **c) 50%-74%**
- ○ **d) 25%-49%**
- ○ **e) 1%-24%**
- ○ **f) 0%**
- ○ **g) Don't Know/Not applicable**

5.4. (OPTIONAL) Please feel free to provide any further comments relating to Q5.

Note*: Please feel free to provide any additional comments, explanations, background, etc.*

SUB-SECTION 3: PARTICIPATION IN PRACTICE

This sub-section enquires about countries' experience in implementing participatory processes at the central / federal level of government.

6. *In the past year, has the central/federal government conducted any citizen and stakeholder consultation and/or engagement processes to shape medium- or long-term government action or policy?

Note(s) *: This question asks specifically about citizen and stakeholder consultation or engagement processes on medium- or long-term national issues of public interest.*

This question excludes the OGP National Action Plan process, since section 1 of this questionnaire provides OGP-countries the opportunity to comment on their OGP process.

If there were no such processes in the past year, please write NA in the first column.

Please feel free to include any representative deliberative processes. In these processes, citizens are randomly selected (in a stratified sample) to make up a microcosm of a community, and spend significant time learning and collaborating through facilitated deliberation to develop informed collective recommendations for public authorities. Deliberation entails the need of finding a common ground. Citizens must weigh the consequences of the various courses of actions and the opinions of others, they must be supplied with relevant and accurate information (e.g. presentations by experts), they must share common evaluative criteria and they must apply these criteria to the proposed solutions in order to come up with one or several common proposals.

Example(s): *Examples include processes that focus on hearing citizens' and/or stakeholders inputs regarding large societal issues (e.g. Grand Débat in France), major legal/policy changes (Chile's Constitutional Process) and/or national priorities (e.g. Lithuania 2030).*

Please fill in the table below, answering sub-questions 1-10 for a maximum of 5 processes.

Process	*Process 1*	*Process 2*	*Process 3*	*Process 4*	*Process 5*
1. Please provide the name of process					
2. Please provide the dates of the process					
2. Please provide the name of coordinating public institution					
3. Pleas briefly describe the objectives of the process					
4. Please provide a brief description of the rollout of the process and of the tools / mechanism used					
5. Please describe how many citizens and/or stakeholders participated (in numbers)					
6. Please explain how participants were selected					
7. Please explain whether any evaluation(s) of the process were conducted					
8. Did the government make any specific or dedicated efforts to reach out to any of the following groups? *(Please select all that apply from the drop-down menu)*	a) Youth b) Women c) Individuals with particular religious affiliations d) LGBTIQ+ people e) Minority ethnic groups f) Refugees/asylum seekers/migrants g) Elderly (people aged 65+) h) Socially or economically marginalized people i) People with special needs or disabilities k) Other. Please specify: l) None of the above	a) Youth b) Women c) Individuals with particular religious affiliations d) LGBTIQ+ people e) Minority ethnic groups f) Refugees/asylum seekers/migrants g) Elderly (people aged 65+) h) Socially or economically marginalized people i) People with special needs or disabilities k) Other. Please specify: l) None of the above	a) Youth b) Women c) Individuals with particular religious affiliations d) LGBTIQ+ people e) Minority ethnic groups f) Refugees/asylum seekers/migrants g) Elderly (people aged 65+) h) Socially or economically marginalized people i) People with special needs or disabilities k) Other. Please specify: l) None of the above	a) Youth b) Women c) Individuals with particular religious affiliations d) LGBTIQ+ people e) Minority ethnic groups f) Refugees/asylum seekers/migrants g) Elderly (people aged 65+) h) Socially or economically marginalized people i) People with special needs or disabilities k) Other. Please specify: l) None of the above	a) Youth b) Women c) Individuals with particular religious affiliations d) LGBTIQ+ people e) Minority ethnic groups f) Refugees/asylum seekers/migrants g) Elderly (people aged 65+) h) Socially or economically marginalized people i) People with special needs or disabilities k) Other. Please specify: l) None of the above
9. (OPTIONAL) Did the central/federal government provide any of the following types of support for citizens and stakeholders to attend in-person meetings? *(Please select all that apply from the drop-down menu)*	a) Accessibility for people with disabilities (e.g. sign-language translation) b) Translation or interpretation c) Covering expenses (e.g. transportation costs) d) Childcare facilities (e.g. play area) e) Lactation room f) Organisation of activities outside school/university hours to ensure young people can participate g) Other. Please specify h) No support was offered	a) Accessibility for people with disabilities (e.g. sign-language translation) b) Translation or interpretation c) Covering expenses (e.g. transportation costs) d) Childcare facilities (e.g. play area) e) Lactation room f) Organisation of activities outside school/university hours to ensure young people can participate g) Other. Please specify h) No support was offered	a) Accessibility for people with disabilities (e.g. sign-language translation) b) Translation or interpretation c) Covering expenses (e.g. transportation costs) d) Childcare facilities (e.g. play area) e) Lactation room f) Organisation of activities outside school/university hours to ensure young people can participate g) Other. Please specify h) No support was offered	a) Accessibility for people with disabilities (e.g. sign-language translation) b) Translation or interpretation c) Covering expenses (e.g. transportation costs) d) Childcare facilities (e.g. play area) e) Lactation room f) Organisation of activities outside school/university hours to ensure young people can participate g) Other. Please specify h) No support was offered	a) Accessibility for people with disabilities (e.g. sign-language translation) b) Translation or interpretation c) Covering expenses (e.g. transportation costs) d) Childcare facilities (e.g. play area) e) Lactation room f) Organisation of activities outside school/university hours to ensure young people can participate g) Other. Please specify h) No support was offered
10. Please provide the website of the process, if available					

If option "k" (other) in sub-question 8, please specify in the box below:

If option "g" (other) in sub-question 9, please specify in the box below:

6.1. *(OPTIONAL) Please feel free to provide any further comments relating to Q6.*

Note *: Please feel free to provide any additional comments, explanations, background, etc.*

7. *Since the outbreak of the COVID-19 pandemic (i.e. between January and August 2020), has the central/federal government conducted any citizen and stakeholder consultation or engagement process(es) focusing on how to deal with the crisis?

Note(s): *This question enquires whether at any point in time since the outbreak of the COVID-19 pandemic, the government consulted or engaged stakeholders to decide which measures to take in order to curb the rate of COVID-19 infections, on how to design the "new normal", on how to deal with the economic consequences of the crisis (including recovery packages), or any other relevant policy questions that have emerged since the outbreak of the virus.*

If you already included an example of a process that dealt with the COVID-19 crisis in Q6 above, please don't include it here again.

If there were no such processes since the outbreak of the COVID19-pandemic, please write NA in the first column.

Example(s): *While the lockdown measures were in place in Country A (between March and June), the central government organized several online consultations (through web-conferencing) with business associations and trade unions to discuss security measures for employees (e.g. factory workers, teachers) that need to be onsite in order to perform their tasks.*

Please fill in the table below, answering sub-questions 1-8 for a maximum of 5 processes.

Process	*Process 1*	*Process 2*	*Process 3*	*Process 4*	*Process 5*
1. Please provide the name of process					
2. Please provide the date(s) of process					
2. Please provide the name of coordinating public institution					

3. Please provide a brief description of the objectives of the process					
4. Please write a brief description of the rollout of the process and of the tools / mechanism used					
5. Please explain how many citizens and/or stakeholders participated (in numbers)					
6. Please explain how participants were selected					
7. (OPTIONAL) Did the central/federal government provide any of the following types of support for citizens and stakeholders to attend in-person meetings? *(Please select all that apply from the drop-down menu)*	a) Youth b) Women c) Individuals with particular religious affiliations d) LGBTIQ+ people e) Minority ethnic groups f) Refugees/asylum seekers/migrants g) Elderly (people aged 65+) h) Socially or economically marginalized people i) People with special needs or disabilities k) Other. Please specify: l) None of the above	a) Youth b) Women c) Individuals with particular religious affiliations d) LGBTIQ+ people e) Minority ethnic groups f) Refugees/asylum seekers/migrants g) Elderly (people aged 65+) h) Socially or economically marginalized people i) People with special needs or disabilities k) Other. Please specify: l) None of the above	a) Youth b) Women c) Individuals with particular religious affiliations d) LGBTIQ+ people e) Minority ethnic groups f) Refugees/asylum seekers/migrants g) Elderly (people aged 65+) h) Socially or economically marginalized people i) People with special needs or disabilities k) Other. Please specify: l) None of the above	a) Youth b) Women c) Individuals with particular religious affiliations d) LGBTIQ+ people e) Minority ethnic groups f) Refugees/asylum seekers/migrants g) Elderly (people aged 65+) h) Socially or economically marginalized people i) People with special needs or disabilities k) Other. Please specify: l) None of the above	a) Youth b) Women c) Individuals with particular religious affiliations d) LGBTIQ+ people e) Minority ethnic groups f) Refugees/asylum seekers/migrants g) Elderly (people aged 65+) h) Socially or economically marginalized people i) People with special needs or disabilities k) Other. Please specify: l) None of the above
8. Please provide the website of the process, if available					

If option "g" (other) in sub-question 7, please specify in the box below:

7.1. *(OPTIONAL) Please feel free to provide any further comments relating to Q7.*

***Note**: Please feel free to provide any additional comments, explanations, background, etc.*

SECTION 4: A FOCUS ON THE OPEN GOVERNMENT PRINCIPLE OF TRANSPARENCY

Contact information

*RESPONDENTS' INFORMATION FOR SECTION 4			
	Respondent 1 *(main contributor to this section)*	**Respondent 2** *(if relevant)*	**Respondent 3** *(if relevant)*
Name of Institution / Ministry / Department:			
Relevant website:			
First and last names			
Job title:			
Contact email:			
Contact telephone number:			

Instructions

When filling out the excel sheet, please consider that:

► As long as you have not answered a mandatory question, it will appear as red. Mandatory questions are also marked with a red star (*).
► Questions that are not relevant for you given your previous answers and therefore should not be answered are filled with black. Please do not fill them in.
► Optional questions appear in white and are also marked with OPTIONAL.

► Please read the notes and examples included in the questions, in some cases you will find indications on what to answer when the question does not apply to your country.
► Whenever a definition is relevant to answer a question, this is highlighted in the row "Definition from the glossary" just below the question. To see the full definition, click on the word with the hyperlink and you are taken to the corresponding section of the glossary. However, we suggest that you check the glossary if any term is not clear and it is not highlighted in such row.
► Whenever there is an example in a table, this is provided as a comment and indicated through the usual red corner of the cell (see screenshot). To see the comment, simply hover over the cell with your mouse.
► A drop-down menu is only visible if you click on the cell that contains it (you will see an arrow on the bottom-right corner). To clear the contents of a cell with a drop-down menu, press "delete" on your keyboard.
► If you select the option "other", please fill in the box at the bottom of the question clarifying your answer.
► If you need to provide more comments or details, please do so in the sheet called "Additional comments and details".

Should you face problems in using the Excel or OneDrive folder, please send an email to SurveyOpenGovernment@oecd.org or contact Benedict Stefani (+(33-1) 45 24 99 29). We will be happy to assist you.

SEND EMAIL TO OECD SECRETARIAT (click here)

SECTION 4: A FOCUS ON THE OPEN GOVERNMENT PRINCIPLE OF TRANSPARENCY

The aim of this section of the SOG is to analyse the legal, regulatory and policy frameworks that central/federal governments have in place to provide the right to access to information (ATI). It will explore the scope of the access to information law, any exceptions to the right to access to information, provisions for the proactive disclosure of information, the procedures for filing requests, and the internal and external appeals/revisions process. More specifically, it will explore which public institutions/bodies at the central/federal level have the responsibility for coordination and oversight of the access to information law and how they implement these laws in practice.

The section is divided into three parts:
Sub-section 1: Legal Frameworks on Access to Information;
Sub-section 2: Implementation of the ATI Law (monitoring/revisions/guidelines);
Sub-section 3: Institutinalisation and Governance of the ATI Law

SUB-SECTION 1: LEGAL FRAMEWORKS ON ACCESS TO INFORMATION

Q1. *Please provide the legal provisions or framework (e.g. international or supranational laws or conventions, constitutional right, national access to information law, decree/directive) that relate to the right to access information held by the central / federal government (as of October 31 2020).

Please use the box to elaborate and detail relevant section(s)/article(s)/paragraph(s).

SCOPE OF THE LEGAL FRAMEWORK

Q2. *Please provide the scope of your legal framework and specific provisions regulating access to information for the following branches, levels of government and other bodies (as of October 31 2020).

Definition(s) from the glossary: "First administrative tier" "Small administrative regions"

Please fill in the table answering sub-questions 1-3 for options a)-j).

	Name of branch/Institution/Body	**1. Is this branch / institution / body subject to the national ATI Law?** *(Please select "yes" or "no" for options "a" to"i")*	**2. Has this branch / institution / body developed their own legal framework?** *(Please select "yes" or "no" for each option)*	**3. Please briefly elaborate and provide the relevant frameworks/provisions.**
Branches of Central/Federal government	a) Executive	a) Yes b) No	a) Yes b) No	
	b) Legislative	a) Yes b) No	a) Yes b) No	
	c) Judiciary	a) Yes b) No	a) Yes b) No	
	d) First administrative tier (e.g. regions, counties)	a) Yes b) No	a) Yes b) No	
	e) Small administrative regions (e.g. towns, cities)	a) Yes b) No	a) Yes b) No	
Other bodies	f) Private entities managing public funds	a) Yes b) No	a) Yes b) No	
	g) State-owned enterprises (commercial entities owned or controlled by the State)	a) Yes b) No	a) Yes b) No	
	h) Independent institutions	a) Yes b) No	a) Yes b) No	
	i) Other entities performing public functions	a) Yes b) No	a) Yes b) No	
	j) Other, please specify	a) Yes b) No	a) Yes b) No	

If "Other" was selected, please specify:

PROACTIVE DISCLOSURE

Q3. *Does the ATI law or another legal framework (e.g. open data law) require any of the following information to be proactively disclosed by the central / federal government (as of October 31 2020)?

Definition(s) from the glossary: "Proactive disclosure"

Please fill in the table, answering sub-questions 1-3 for options a)-s).

Type of information	**1. For each type of information, does the ATI law require it to be proactively disclosed by the central / federal government** *(Please check all that apply)*	**2. For each type of information, if relevant, please specify any other applicable legal framework (e.g. open data law)** *(Please elaborate)*	**3. For each type of information, where is it proactively disclosed?** *(Please*			
			Central portal (e.g. access to information portal)	**Ministry's website**	**Official gazette**	**Other** (please specify directly in this column)
a) Organigram of the public bodies						
b) Functions of the Institution						
c) Services offered by the Institution						
d) Audit reports of the Institution						
e) Annual activity reports						
f) Ministers' agenda						
g) Minutes of meetings with external organisations						
h) Salary of senior public officials						
i) Salary of all public officials						
j) Policy proposals						

k) Legislation (e.g. constitution, organic laws, decrees, regulations)						
l) Draft laws						
m) Budgeting documents (e.g. approved budget)						
n) Opportunities for and results of public consultations						
o) Calls for tenders (public procurement)						
p) Opportunities and results of calls for tenders (public procurement)						
q) Other. Please specify.						
r) There is no legally pre-defined list of information to be disclosed						
s) There is no legal requirement for central institutions to proactively disclose information						

If "Other" was selected in the 1. column, please specify:

Q4. *What proportion of ministries at the central level of government proactively disclose the following types of information beyond what is required by the law (as of October 31 2020)?

Please fill in the table, answering sub-questions 1-2 for options a)-q).

Types of information	**1. For each type of information, what proportion of ministries at central level of government proactively disclose it beyond the ATI law or other applicable legal framework?** *(Please select one option for each type of information).*	**2. For each type of information, what is the place of publication?** *(Please check all that apply).*			
		Central portal (e.g. access to information portal)	**Ministry's website**	**Official gazette**	**Other** (please specify directly in this column)
a) Organigram of the public bodies	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)				
b) Functions of the Institution	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)				
c) Services offered by the Institution	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)				
d) Audit reports of the Institution	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)				
e) Annual activity reports	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)				
f) Ministers' agenda	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)				

g) Minutes of meetings with external organisations	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)				
h) Salary of senior public officials	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)				
i) Salary of all public officials	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)				
j) Policy proposals	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)				
k) Legislation (e.g. constitution, organic laws, decrees, regulations)	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)				
l) Draft laws	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)				
m) Budgeting documents (e.g. approved budget)	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)				
n) Opportunities for and results of public consultations	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)				
o) Calls for tenders (public procurement)	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)				
p) Opportunities and results of calls for tenders (public procurement)	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)				
q) Other. Please specify.					

If "Other" was selected in the 1. column, please specify:

PROCEDURE FOR REACTIVE DISCLOSURE (FILING REQUESTS FOR INFORMATION)

Q5. *Who has the right to file requests for information (as of October 31 2020)?

Please check all that apply.

a) Nationals	
b) Legal residents of the country	
c) Residents without a legal status	
d) CSOs	
e) National businesses	
f) Foreign businesses	
g) Not detailed in the ATI law	
h) Other, please explain:	

If "Other" was selected, please specify:

Q6. *Does the ATI law include provisions that allow for the anonymity of requesters (as of October 31 2020)?

Definition(s) from the glossary: "Anonymity"

Please select an answer from the drop-down menu:

a) Yes
b) No
c) Other, please specify

If "Other" was selected, please specify:

If you selected option "b" (no) in Q6, please answer Q6.1 (mandatory)

6.1. *What information is required in order to file a request (as of October 31 2020)?

Please check all that apply.

a) Proof of citizenship	
b) Proof of residency	
c) Document of registration of legal person (business, association etc.)	
d) Any other identification (e.g. driving license)	
e) Other, please explain:	

If "Other" was selected, please specify:

If you selected options "a" (yes), "b" (no), or "c" (other) in Q6, please answer Q6.2 (mandatory)

6.2. *What other type of information is requested (reason, demonstrating legitimate interest [e.g. someone affected by the decision], postal address, details of your request; as of October 31 2020)?

Q7. *How can a request for information be submitted (as of October 31 2020)? Please indicate whether this is mentioned in the law, in any guidelines, and/or is at the discretion of the public entity.

Please fill in the table, answering sub-questions 1-4 for options a)-f).

Submission type	**1. Is this submission type indicated in the law?** (Please check all that apply)	**2. Is this submission type indicated in guidelines?** (Please check all that apply)	**3. Is this submission type at the discretion of the public entity?** (Please check all that apply)	**4. Additional comments** (Optional)
a) Email				
b) Online (website, dedicated portal, etc.)				
c) Written communication (by post, etc.)				
d) Telephone the responsible public official/body				
e) In-person				
f) Other				

If "Other" was selected, please specify:

If you selected options "a" (email) "b" (online) and / or "c" (written communication), please answer Q7.1 (mandatory)

7.1. *Is there a common template to be completed by requesters (as of October 31 2020)?

Please select an answer from the drop-down menu:

a) Yes, there is a common template for the whole public administration
b) No, but there are several public entities using a template
c) No, there is not a template

Q8. *Does the right to access to information apply to material held by public authorities in any of the following formats (as of October 31 2020)?

Please check all that apply.

a) Written	
b) Audio	
c) Visual	
d) Not specified in the law	

Q9. *Are there timeliness standards in place for responses to a request for information (as of October 31 2020)?

Please fill in the table, answering sub-questions 1-2 for options a)-c).

Request stages	**1. For each request stage, are timeliness standards mentioned in the ATI Law?** *(Please check all that apply)*	**2. What is the legal deadline for responding?** *(Please specify the number of days)*
a) Public authorities are required to confirm their receipt of request		
b) There are maximum deadlines for responding to requests with approval or refusal		
c) There are limits on timeline extensions on responses		

Q10. *Are public bodies required to create a register or index of the information that they hold (as of October 31 2020)?

Please select an answer from the drop-down menu:

a) Yes
b) No

COSTS

Q.11 *Are costs associated with each stage of the process of providing access to information (as of October 31 2020)?

Please fill in the table, answering sub-questions 1-3 for options a)-e)

	1. Is there a cost associated with this action? *(Yes/No options)*	**2. Does the cost vary across the public administration?** *(Yes/No options)*	**3. Please describe the process to determine the cost(s) associated with providing access to information (e.g. how is the cost set; which governmental body or law/provision determines it; how and where is the cost communicated to the public).**	**4. Please provide any additional information/comments**
a) Filing a request for information	a) Yes b) No	a) Yes b) No		
b) Searching for the information	a) Yes b) No	a) Yes b) No		
c) Retrieval of the information	a) Yes b) No	a) Yes b) No		
d) Reproduction of the information	a) Yes b) No	a) Yes b) No		
e) Mailing of the information	a) Yes b) No	a) Yes b) No		

If you selected "yes" for option "b" (searching for the information) in column 1. of Q.11, please answer Q11.1 (mandatory)

11.1. *Please indicate the cost per hour of searching for information.

If you selected yes in options "c", "d", and/or "e" in column 1 of Q.11, please answer Q11.2 (optional)

11.2. (OPTIONAL) Please outline the cost associated with the retrieval, reproduction, and mailing of the information requested (as of October 31 2020).

Please fill in the table, answering sub-questions 1-3 for options a)-p).

	Type of information request	**1. For each type of information request, please provide the cost or average cost.**	**2. Please provide any exceptions to the cost (e.g. for journalists, impecunious requesters)**	**3. Please provide any additional information/comments.**	**4. Please provide a link to the webpage where costs are outlined**
Retrieval of information	a) One document in paper format				
	b) One document in digital format (e.g. PDF)				
	c) One photo				
	d) One video in digital format (e.g. MPEG) of 30 minutes)				
Reproduction of information	e) One black and white copy of a page				
	f) One video in digital format (e.g. MPEG) of 30 minutes)				
	g) One photo				
	h) One CD or floppy disk				
	i) One USB key				
	k) One page by regular mail				

Mailing of information	l) One photo by regular mail				
	m) One CD or floppy disk by regular mail				
	n) One USB by regular mail				
	o) One page by e-mail				
	p) One photo by e-mail				

EXCEPTIONS AND DENIALS

Q12. *Do any of the following subjects, consistent with international standards, exempt information from being shared following an ATI request (as of October 31 2020)? Please check all that apply and provide the legal provision (detailing section/article/paragraph) indicating any exceptions to the right to access information.

Please fill in the table, answering sub-questions 1-3 for options a)-n).

Subjects	**1. Is this subject to a harm test?** *(Please check all that apply)*	**2. Is this subject to a public interest test?** *(Please check all that apply)*	**3. Please provide the legal provision** *(Please detail the section/article/paragraph)*
a) National security (i.e. information that would compromise the safety of a country against threats such as terrorism, war, or espionage)			
b) International relations (i.e. information that would compromise relations with other countries)			
c) Personal data (i.e. information that would infringe on an individual's right to privacy)			
d) Public health and safety (i.e. information that would compromise the health and safety of the public or of a specific demographic)			
e) Commercial confidentiality (i.e. information that would compromise the privacy of sensitive information of individual firms)			
f) Law enforcement and public order information received in confidence			
g) The prevention, investigation and prosecution of legal wrongs			
h) Fair administration of justice and legal advice privilege			
i) Privacy			
j) Legitimate commercial and other economic interests			
k) Management of the economy			
l) Conservation of the environment			
m) Legitimate policy making and other operations of public authorities.			
n) Other, please specify			

If "Other" was selected for sub-questions 1 or 2, please specify:

Q13. *Does the law require that a justification be provided when information is denied based on the use of these exceptions (as of October 31 2020)?

Please select an answer from the drop-down menu: a) Yes

b) No

If you selected option "a" (yes) in Q13, please answer Q13.1 (mandatory)

13.1. *Please elaborate upon the justifications, the revisions process (e.g. are justifications subject to internal discussion/cross-referencing among public officials) and the percentage of cases in which exceptions are used, where possible.

Q14. *If class tests and/or harm tests exempt information from being fully released, are there provisions in the access to information law that allow for partial disclosure of the information requested (as of October 31 2020)?

Please select an answer from the drop-down menu:

a) Yes
b) No
c) Not applicable

Q15. *Is there a mandatory public interest override to force disclosure of information that is in the public interest (e.g. information on human rights abuses, corruption, or crimes against humanity; as of October 31 2020)?

***Note**: A mandatory public interest override requires public officials to weigh the harm that disclosure would cause to the protected interest against the*

Please select an answer from the drop-down menu:

a) Yes, please explain below
b) Not specified in the law
c) No

If you selected option "a" (yes), please specify:

APPEALS AND/OR REVISIONS (INTERNAL AND EXTERNAL)

This section aims to understand the process of appeals and/or revisions in the event of a denial of an access to information request and the mechanisms for recourse.

Q16. *What kind of mechanisms for appeals and/or revisions recourse are available in your country (as of October 31 2020)?

Please fill in the table, answering sub-questions 1-3 for options a)-d).

Mechanism	**1. Please check if this mechanism is available in your country.**	**2. Please provide a reference to the legal provisions indicating the right to appeal or revision.**	**3. Please provide details**
a) Internal appeal: The requester can submit an internal appeal to the same institution or body which denied their original request for information.			
b) External appeal to an independent oversight institution: The requester can submit an external appeal to an independent oversight institution (e.g. central government authority, an information commission, Ombudsman).			
c) Judicial appeal (e.g. courts): Requesters have the right to submit a judicial appeal. Some countries may require that requesters first lodge an internal or external appeal.			
d) There is no mechanism for appeals and or/revisions			

If you selected two or more options in Q16, please answer Q16.1 (mandatory)

16.1. *Please explain the process to be followed (e.g. must requesters first submit an internal appeal to the body from which they requested information before they can file an external appeal; as of October 31 2020)

If you selected option "c" (judicial appeal) in Q16, please answer Q16.2 (mandatory)

16.2. *Please provide detail on the process of filing an access to information case in national court (as of October 31 2020).

If you selected options "a" (internal), "b" (external) and / or "c" (judicial) in Q16, please answer Q16.3 (mandatory)

16.3. *What are the grounds for appeals/revisions, if existing (as of October 31 2020)?

Definition(s) from the glossary: "Administrative silence"

Please check all that apply.

a) Denial of information	
b) Administrative silence (negative)	
c) Breaches of timelines	
d) Excessive fees	
e) Other, please elaborate	

If "Other" was selected, please specify:

If you selected options "a" (internal), "b" (external) and / or "c" (judicial) in Q16, please answer Q16.4 (mandatory)

16.4. *Do the appeals or revision procedures satisfy the following conditions (as of October 31 2020)?

Please check all that apply.

Conditions	Internal appeal	External appeal to an independent oversight institution	Judicial appeal	Please provide links where possible
a) There is available information on the process and the grounds				
b) Free of charge				
c) Subject to clear timelines				
d) Accessible to all without legal representation				

SECTION 4: A FOCUS ON THE OPEN GOVERNMENT PRINCIPLE OF

SUB-SECTION 2: IMPLEMENTATION OF THE ATI LAW

REQUESTS FOR INFORMATION IN PRACTICE

Q17. *Please indicate whether the following procedures relating to requests for information are mentioned in the ATI law (as of October 31 2020) and provide evidence of their availability where applicable.

Please fill in the table, answering sub-questions 1-4 for options a)-e).

Procedures	**1. Is this procedure specified in the ATI Law?** (Please check all that apply)	**2. For all selected options, please provide the relevant article/paragraph/section of the ATI law.**	**3. Is this procedure provided in practice?** (Please check all that apply)	**4. For all selected options, please provide a link to the website**
a) Information on how to file requests is provided online through a portal or institutions' websites.				
b) A dedicated body/public official can be contacted for assistance				
c) There is additional support for requesters with special needs (foreign language, illiterate, disabilities)				

d) Authorities are obligated to redirect requesters to the appropriate institution if they do not hold the information				
e) Requests can be consulted throughout the process				

If you selected any of options "a" - "e" for 3. in Q17, please answer Q17.1 (optional)

17.1. (OPTIONAL) What percentage of ministries provide these procedures (as of October 31 2020)?

Please fill in the table, answering sub-questions 1-2 for options a)-e).

Procedures	**1. For each procedure, please indicate what percentage of ministries provide them. (Please select one option)**	**2. If possible, please provide evidence (optional)**
a) Information on making requests is provided online through a portal or institutions' websites.	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)	
b) A dedicated body/public official can be contacted for assistance	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)	
c)There is additional support for requesters with special needs (foreign language, illiterate, disabilities)	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)	
d) Authorities are obligated to redirect requesters to the appropriate institution if they do not hold the information	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)	
e) Requests can be consulted throughout the process	a) All (100%) b) Most (>75%) c) Many (50-75%) d) Some (25-50%) e) Few (<25%) f) None (0%)	

If you selected option "e" (requests can be consulted throughout the process") in Q17, please answer Q17.2 (mandatory)

17.2. *Please provide details on the procedure, including how the requester can contact the public administration (e.g. email, online, written communication, in person, etc.; as of October 31 2020)

Q18. *Have any of the below initiatives to improve access to information been implemented in the first administrative tiers or in the small administrative regions of the subnational government by the central / federal government (as of October 31 2020)?

Definition(s) from the glossary: "First administrative tier" "Small administrative regions"

Please fill in the table, answering sub-questions 1-3 for options a)-e).

Initiatives to imrpove access to information	***1. Please check all that apply.***	***2. If applicable, please specify the name of the public institution in charge of these initiatives.***	***3. If applicable, please provide an example.***
a) Capacity-building programmes for public officials			
b) Information sessions for stakeholders			
c) Local guides on accessing information			
d) Other, please specify			
e) No initiatives have been implemented at the local level			

If "Other" was selected, please specify:

AMENDMENTS TO THE LEGAL FRAMEWORK ON ATI

Q19. *Have the legal provisions providing access to information been amended since they were first adopted (as of October 31 2020)?

Please select an answer from the drop-down menu:

a) Yes
b) No

If you selected option "a" (yes) in Q19, please answer Q19.1 (mandatory)
19.1. *Please provide the dates of the recent amendments and elaborate on the main changes made in the last amendment.

If you selected option "a" (yes) in Q19, please answer Q19.2 (mandatory)
19.2 *Please elaborate on the process for amending the ATI law.

If you selected option "a" (yes) in Q19, please answer Q19.3 (mandatory)
19.3 *As part of these amendments, were any consultations conducted?

Please select an answer from the drop-down menu:

a) Yes
b) No

If you selected option "a" (yes) in Q19.3, please answer Q19.3.1 (mandatory)
19.3.1 *Please provide evidence of such consultations (e.g. report, invitation, etc.)

If you selected option "a" (yes) in Q19.3, please answer Q19.3.2 (mandatory)
19.3.2 *Which public institutions/bodies were present at such consultations?

Please check all that apply.

a) An independent information commission/agency/body/Ombudsman with a specific mandate for ATI/transparency	
b) Ombudsman office with a mandate on ATI as part of a wide range of other topics (e.g. human rights, discrimination, gender, etc.)	
c) Institutions from the central government not including the central ATI body (e.g. ministries)	
d) Access to information offices (from ministries/public institutions)	
e) Subnational government representatives	
f) Judicial representatives	
g) Other independent oversight institutions, please specify	
h) None	
i) Other. Please specify.	

If "Other" was selected, please specify:

If you selected option "a" (yes) in Q19.3, please answer Q19.3.3 (mandatory)
19.3.3 *Which non-public stakeholders participated in the consultations of the amendment(s) on the access to information law?

Please check all that apply.

a) Civil society organisation(s)	
b) Representatives from academia	
c) Private sector representative(s)	

d) Trade union(s)	
e) Business council(s)	
f) Media representative(s)	
g) Other(s). Please specify:	
h) None of the above.	

If "Other" was selected, please specify:

Q20. (OPTIONAL) If applicable, which types of evaluations of the access to information law were conducted in the past three years?

Definition(s) from the glossary: "Impact evaluation" "Process evaluation"

Please check all that apply.

a) Process evaluation(s)	
b) Impact evaluation(s)	
c) Other evaluation(s). Please specify	
d) No evaluations were conducted	

If "Other" was selected, please specify:

GUIDELINES ON THE ACCESS TO INFORMATION LAW

Q21. *Are any of the following requirements mentioned in the guidelines for proactive disclosure (as of October 31 2020)?

Please check all that apply.

a) Information must be timely (subject to deadlines)	
b) Information must be up-to-date and updated regularly	
c) Information must be reliable	
d) Information must be relevant	
e) Information must be easy to understand	
f) Information must be re-usable (in open formats)	
g) Revisions regarding information that must be proactively disclosed needs to be carried out frequently	
h) Hold regular meetings to discuss updates on proactive disclosure	
i) Other, please specify:	
j) There are no guidelines for proactive disclosure	

If "Other" was selected, please specify:

Q22. *Are public institutions required to proactively publish information that has been requested with a positive decision taken on its disclosure (as of October 31 2020)?

Please select an answer from the drop-down menu: a) Yes

b) No

If you selected option "a" (yes) in Q22, please answer Q22.1 (mandatory)

22.1. *What is the minimum threshold (e.g. requested more than 10 times) for public bodies to proactively publish information (as of October 31 2020)?

Please provide a link to the guidelines and/or policy document mandating this requirement.

MONITORING THE ACCESS TO INFORMATION LAW

Q23. *Does a centralised ATI body exist to monitor and collect data on the implementation of the ATI law (as of October 31 2020)?

Please select an answer from the drop-down menu:

a) Yes
b) No

If you selected option "a" (yes) in Q23, please answer Q23.1 (mandatory)

23.1. *Please provide detail on how the monitoring is done (e.g. collect data, write reports, etc.; as of October 31 2020)

If you selected option "a" (yes) in Q23, please answer Q23.2 (mandatory)

23.2. *Does this centralised ATI body issue an annual report on the implementation of the ATI law (as of October 31 2020)?

Please select an answer from the drop-down menu:

a) Yes
b) No

If you selected option "a" (yes) in Q23, please answer Q23.3 (mandatory)

23.3. *Please indicate which of the following data was collected by this body in the calendar year 2019 and provide the data, where possible.

Please fill in the table, answering sub-questions 1-3 for options a)-n).

	1. Was this data collected for the calendar year 2019? *(Please select one option)*	**2. If possible, please provide a link to the website where the data is published or please provide the data itself.**	**3. Please provide any additional comments (optional)**
Proactive disclosure of information/data			
a) Frequency of updates/releases of mandatory information	a) Yes b) No c) Do not know		
Reactive disclosure of information			
b) Number of requests received	a) Yes b) No c) Do not know		
c) Number of requests processed	a) Yes b) No c) Do not know		
d) Number of requests by subject	a) Yes b) No c) Do not know		
e) Average time to respond to a request (or percentage of requests replied in time)	a) Yes b) No c) Do not know		
f) Number of requests denied (if available, by reason)	a) Yes b) No c) Do not know		
g) Number of complaints received	a) Yes b) No c) Do not know		
h) Type of user (e.g. company, research institution, citizen organisation, etc.)	a) Yes b) No c) Do not know		
i) Total value of fees collected each year	a) Yes b) No c) Do not know		
j) Costs of responding to requests	a) Yes b) No c) Do not know		

k) Number of internal appeals or revisions	a) Yes b) No c) Do not know		
l) Number of external appeals or revisions	a) Yes b) No c) Do not know		
m) Number of appeals upheld	a) Yes b) No c) Do not know		
n) Number of appeals dismissed	a) Yes b) No c) Do not know		

SECTION 4: A FOCUS ON THE OPEN GOVERNMENT PRINCIPLE OF

SUB-SECTION 3: INSTITUTIONALISATION AND GOVERNANCE OF THE ATI LAW

INSTITUTIONAL RESPONSIBILITIES FOR ACCESS TO INFORMATION

Q24. *Which of the following bodies are responsible for the implementation and/or oversight of the ATI law (as of October 31 2020)?

***Note** : If there have been any changes since October 31, 2020, please mention it in the box for 'Other' in Q24.*

Please check all that apply.

a) An independent information commission/agency/body /ombudsman with a specific mandate for ATI/transparency/anti-corruption	
b) An Ombudsman with a mandate on ATI as part of a wide range of other topics (e.g. human rights, discrimination, gender, etc.)	
c) A central government authority	
d) Other: please explain	

If "Other" was selected or changes occured since October 31, 2020, please specify:

Q25. Is ONLY for respondents that selected option a) "An independent information commission / agency / body / Ombudsman with a specific mandate for ATI/transparency/anti-corruption" in Q24.

25.1. *How is the head of the independent information commission/agency/body/ombudsman office appointed (as of October 31 2020)?

Please specify the decision-makers and the selection process.

25.2. *Please describe the grounds on which the head of the information commission/ agency/body/ombudsman can be dismissed and how (as of October 31 2020).

25.3. *To whom is the head of the independent information commission/agency/body/ombudsman accountable (as of October 31 2020)? Please describe the reporting process.

25.4. *From which sources did the commission/agency/body/ombudsman office/r obtain its income for the FY2019?

Please check all that apply.

a) From direct fees to individuals or organisations	

b) From an earmarked tax	
c) From general government revenues (own budget line)	
d) From international cooperation agencies	
e) Other. Please specify.	

If "Other" was selected, please specify:

25.5. (OPTIONAL) How many staff (in FTE) work in the body in the area of ATI (as of October 31 2020)?

25.6. (OPTIONAL) What is the level of the most senior member of the body (as of October 31 2020)?

Please select an answer from the drop-down menu:

a) Minister / Secretary
b) Minister
c) D1 Manager (part of ISCO-08 1112)
d) D2 Manager (part of ISCO-08 11 and 112)
e) D3 Manager (part of ISCO-08 12)
f) D4 Manager (part of ISCO-08 121)
g) Other. Please specify

If "Other" was selected, please specify:

25.7. *What are the entitlements and responsibilities of the independent information commission/agency/body/ombudsman (as of October 31 2020)?

Please check all that apply.

a) Manage the central/federal access to information portal	
b) Consolidate proactively disclosed information from central government institutions	
c) Redistribute misallocated or non-allocated access to information requests among central government institutions	
d) Advise/guide public institutions on the application of the access to information law	
e) Handle complaints on breaches to the access to information law	
f) Initiate investigations on potential breaches to the access to information law	
g) Sanction public officials/institutions for non-compliance with the access to information law	
h) Enforce compliance with the access to information law	
i) Monitor compliance with the access to information law	
j) Monitor awareness of the access to information law among the population	
k) Report to Parliament on implementation to the access to information law on a regular basis (e.g. yearly)	
l) Issue opinions/witness in litigations on the access to information law	
m) Provide trainings on the access to information law to civil servants	
n) Provide trainings on the access to information law to civil society	
o) Carry out awareness-raising campaigns on the access to information law	

p) Carry out surveys for citizens and stakeholders on access to information	
q) Design projects/programmes to improve compliance with the access to information law	
r) Advise/guide public institutions on the application of the access to information law	
s) Other. Please specify.	

If "Other" was selected, please specify:

If you selected option "o" (carry out awareness-raising campaigns) in Q25.7, please answer Q25.7.1 (mandatory)

25.7.1. *Which channels were used in the past three years to communicate with the public on the access to information law?

Please check all that apply.

a) Official website(s)	
b) Official social media accounts	
c) Newsletters to stakeholders	
d) Press releases	
e) Press conferences	
f) Online advertisement (e.g. social media, third party websites, search engines)	
g) TV advertisement	
h) Radio advertisement	
i) Out-of-home advertisement (e.g. billboards).	
j) Direct communication (e.g. phone calls, WhatsApp, Telegram, e-mail)	
k) Public events (e.g. conferences)	
l) Other. Please specify.	
m) None of these channels were used	

If "Other" was selected, please specify:

Q26. Is ONLY for respondents that selected option b) "An Ombudsman with a mandate on ATI oversight as part of a wide range of other topics (e.g. human rights, discrimination, gender, etc.)" in Q24.

26.1. *Please explain whether the Ombudsman office has been given the mandate by law/directive or if it fits into a larger mandate of protecting civic rights (as of October 31 2020)?

26.2. *Does the Ombudsman office have a specific office dealing with the Access to information law (as of October 31 2020)?

Please select an answer from the drop-down menu:

a) Yes
b) No

26.3. (OPTIONAL) How many staff (in FTE) work in the office as of October 31 2020?

26.4. (OPTIONAL) What is the level of the most senior member in charge of the Access to information law at the Ombudsman office (as of October 31 2020)?

Please select an answer from the drop-down menu:	
	a) Minister / Secretary
	b) Minister
	c) D1 Manager (part of ISCO-08 1112)
	d) D2 Manager (part of ISCO-08 11 and 112)
	e) D3 Manager (part of ISCO-08 12)
	f) D4 Manager (part of ISCO-08 121)
	g) Other. Please specify

If "Other" was selected, please specify:

26.5. *What are the entitlements and responsibilities of the Ombudsman office in the area of ATI (as of October 31 2020)?

Please check all that apply.

a) Manage the central/federal access to information portal	
b) Consolidate proactively disclosed information from central government institutions	
c) Redistribute misallocated or non-allocated access to information requests among central government institutions	
d) Advise/guide public institutions on the application of the access to information law	
e) Handle complaints on breaches to the access to information law	
f) Managing internal appeals	
g) Initiate investigations on potential breaches to the access to information law	
h) Sanction public officials/institutions for non-compliance with the access to information law	
i) Enforce compliance with the access to information law	
j) Monitor compliance with the access to information law	
k) Monitor awareness of the access to information law among the population	
l) Report to Parliament on implementation to the access to information law on a regular basis (e.g. yearly)	
m) Issue opinions/witness in litigations on the access to information law	
n) Provide trainings on the access to information law to civil servants	
o) Provide trainings on the access to information law to civil society	
p) Carry out awareness-raising campaigns on the access to information law	
q) Carry out surveys for citizens and stakeholders on the access to information law	
r) Design projects/programmes to improve compliance with the access to information law	
s) Advise/guide public institutions on the application of the access to information law	
t) Other. Please specify.	

If "Other" was selected, please specify:

If you selected option "p" (carry out awareness-raising campaigns) in Q26.5, please answer Q26.5.1 (mandatory)

26.5.1. *Which channels were used in the past three years to communicate with the public on the access to information law?

Please check all that apply.

a) Official website(s)	
b) Official social media accounts	

c) Newsletters to stakeholders	
d) Press releases	
e) Press conferences	
f) Online advertisement (e.g. social media, third party websites, search engines)	
g) TV advertisement	
h) Radio advertisement	
i) Out-of-home advertisement (e.g. billboards).	
j) Direct communication (e.g. phone calls, WhatsApp, Telegram, e-mail)	
k) Public events (e.g. conferences)	
l) Other. Please specify:	
m) None of these channels were used	

If "Other" was selected, please specify:

Q27. Is ONLY for respondents that selected option c) "A central government authority" in Q24.

27.1. *What is the name of the office responsible for the implementation and/or oversight of access to information law(s) across the central/federal government (as of October 31 2020)?

27.2. *In which government institution is the central government authority located (as of October 31 2020)?

Please select an answer from the drop-down menu:

a) Office of Head of State
b) Office of Head of Government
c) Cabinet office / Chancellery / Council of ministers
d) Ministry of Public Administration / Modernization / Planning
e) Ministry of Finance
f) Ministry of Interior
g) Ministry of Foreign Affairs
h) Ministry of Justice
i) Other line Ministry / Department: please specify
j) Other. Please specify:

If "Other" was selected, please specify:

27.3. *Are any of the following topics part of the mandate of the central government authority responsible for the implementation and/or oversight of the ATI law (as of October 31 2020)?

Definition(s) from the glossary: "Digital Government"

Please check all that apply.

a) Public sector reform/modernisation	
b) Digital government	
c) Anti-corruption/Integrity	

d) Citizen / stakeholder participation	
e) Public sector innovation	
f) Open government data	
g) Open Government	
h) Public communications	

27.4. (OPTIONAL) What is the level of the most senior member of the central government authority in the area of ATI (as of October 31 2020)?

Please select an answer from the drop-down menu:

a) Minister / Secretary
b) Minister
c) D1 Manager (part of ISCO-08 1112)
d) D2 Manager (part of ISCO-08 11 and 112)
e) D3 Manager (part of ISCO-08 12)
f) D4 Manager (part of ISCO-08 121)
g) Other. Please specify

If "Other" was selected, please specify:

27.5. (OPTIONAL) How many staff (in FTE) work in the central government authority/body in the area of ATI (as of October 31 2020)?

27.6. *Please describe how the budget for the office responsible for access to information is allocated by the ministry? What criteria are considered in the decision-making process (as of October 31 2020)?

27.7. *What are the entitlements and responsibilities of the central government authority in the area of ATI (as of October 31 2020)?

Please check all that apply.

a) Manage the central/federal access to information portal	
b) Consolidate proactively disclosed information from central government institutions	
c) Redistribute misallocated or non-allocated access to information requests among central government institutions	
d) Respond to access to information requests on records held by the host institution	
e) Advise/guide public institutions on the application of the access to information law	
f) Handle complaints on breaches to the access to information law	
g) Initiate investigations on potential breaches to the access to information law	
h) Sanction public officials/institutions for non-compliance with the access to information law	
i) Enforce compliance with the access to information law	
j) Monitor compliance with the access to information law	
k) Monitor awareness of the access to information law among the population	
l) Report to Parliament on implementation to the access to information law on a regular basis (e.g. yearly)	

m) Issue opinions/witness in litigations on the access to information law	
n) Provide trainings on the access to information law to civil servants	
o) Provide trainings on the access to information law to civil society	
p) Carry out awareness-raising campaigns on the access to information law	
q) Carry out surveys for citizens and stakeholders on the access to information law	
r) Design projects/programmes to improve compliance with the access to information law	
s) Advise/guide public institutions on the application of the access to information law	
t) Other. Please specify.	

If "Other" was selected, please specify:

If you selected option "p" (carry out awareness-raising campaigns) in Q27.7, please answer Q27.7.1 (mandatory)

27.7.1. *Which channels were used in the past three years to communicate with the public on the access to information law?

Please check all that apply.

a) Official website(s)	
b) Official social media accounts	
c) Newsletters to stakeholders	
d) Press releases	
e) Press conferences	
f) Online advertisement (e.g. social media, third party websites, search engines)	
g) TV advertisement	
h) Radio advertisement	
i) Out-of-home advertisement (e.g. billboards).	
j) Direct communication (e.g. phone calls, WhatsApp, Telegram, e-mail)	
k) Public events (e.g. conferences)	
l) Other. Please specify:	
m) None of these channels were used	

If "Other" was selected, please specify:

ACCESS TO INFORMATION OFFICE/R

Access to information officer/s are responsible for compliance with the information disclosure obligations (responding to access to information requests on records held by their institutions and/or for the proactive disclose of information) according to the law.

Q28. (OPTIONAL) Is the establishment of an access to information office/r(s) stipulated in the law (as of October 31 2020)?

Please select an answer from the drop-down menu:

a) Yes
b) No

If you selected option "a" (yes) in Q28, please answer Q28.1 (mandatory)

28.1. *Please specify where the ATI office/r inside each individual government department/ministry (e.g. in the Cabinet Office) is most often located (as of October 31 2020).

If you selected option "a" (yes) in Q28, please answer Q28.2 (mandatory)

28.2. *Do civil servants in the ATI office or the ATI officer have a clear path to promotion and seniority consistent with colleagues in regular agency or ministry programs (as of October 31 2020)?

If you selected option "a" (yes) in Q28, please answer Q28.3 (mandatory)

28.3. *What are the entitlements and responsibilities of the office/r(s) (as of October 31 2020)?

Please check all that apply.

a) Consolidate proactively disclosed information for their department/ministry	
b) Redistribute misallocated or non-allocated access to information requests among department/ministries	
c) Respond to access to information requests on records held by the department/ministry	
d) Support colleagues in responding to access to information requests	
e) Handle complaints on breaches to the access to information law	
f) Managing internal appeals	
g) Initiate investigations on potential breaches to access to information law	
h) Sanction public officials/institutions for non-compliance with access to information law	
i) Enforce compliance with the access to information law	
j) Monitor compliance with the access to information law	
k) Monitor awareness of the access to information law among the population	
l) Report to Parliament on implementation to access to information law on a regular basis (e.g. yearly)	
m) Issue opinions/witness in litigations on access to information	
n) Provide trainings on the access to information law to civil servants	
o) Provide trainings on the access to information law to civil society	
p) Carry out awareness-raising campaigns	
q) Carry out surveys for citizens and stakeholders on the access to information law	
r) Design projects/programmes to improve compliance with the access to information law	
s) Advise/guide the department/ministry on the application of the access to information law	
t) Other. Please specify.	

If "Other" was selected, please specify:

If you selected option "p" (carry out awareness-raising campaigns on the access to information law) in Q28.3, please answer Q28.3.1 (mandatory)

28.3.1 *Which channels were used in the past three years to communicate with the public on the access to information law?

Please check all that apply.

a) Official website(s)	
b) Official social media accounts	
c) Newsletters to stakeholders	
d) Press releases	
e) Press conferences	
f) Online advertisement (e.g. social media, third party websites, search engines)	

g) TV advertisement	
h) Radio advertisement	
i) Out-of-home advertisement (e.g. billboards).	
j) Direct communication (e.g. phone calls, WhatsApp, Telegram, e-mail)	
k) Public events (e.g. conferences)	
l) Other. Please specify:	
m) None of these channels were used	

If "Other" was selected, please specify:

Q29. (OPTIONAL) What proportion of institutions/entities at the central government level had their own Access to Information Office/r(s) (as of October 31 2020)?

Please select an answer from the drop-down menu:	a) All (100%)
	b) Most (>75%)
	c) Many (50-75%)
	d) Some (25-50%)
	e) Few (<25%)
	f) None (0%)

Please provide evidence of your answer: