



Draft OGP Information Disclosure Policy
October 25, 2011

The Open Government Partnership is committed to modeling best practices and embodying the principles of transparency, accountability and citizen engagement that it promotes. OGP is committed to being accountable to its stakeholders and recognizes that an essential part of that is sharing information in a transparent and proactive way.

I. Proactive Disclosure of Information

The Open Government Partnership (OGP) operates on a presumption of openness in all of its activities. It proactively makes available on-line a substantial amount of information, including:

Financial support:

- Donors
- Amounts
- Timeframe
- Annual budget/expenses

Governance:

- Governance Structure and Policies
- Names, titles and affiliations of Steering Committee Members
- Steering Committee meeting and OGP Event dates
- Steering Committee meeting and OGP Event agendas
- Steering Committee meeting and OGP Event participants
- Steering Committee meeting and OGP Event minutes/summaries
- Policies and Documents approved by the Steering Committee

Implementation and Related Activities:

- Names of all OGP Participating Countries and associated letters of intent
- Names, roles and contacts of all OGP partners (for example, the Networking Mechanism and the Independent Reporting Mechanism)
- Government Self-Assessment Reports

- Independent Reporting Mechanism Assessments

Operations:

- Names and titles of key staff
- Vendors and costs for OGP projects

II. Requests for Information

Information requests received by the OGP Support Unit via the online contact form will be handled by staff rather than automation, and either be addressed directly by the receiving individual or forwarded to the OGP Support Unit Director and/or Steering Committee Co-Chairs as appropriate. These requests should describe the information sought with enough specificity that staff can reasonably locate information without undue burden.

Information released to any requester will also be posted on the OGP web site, along with a log of requests and responses.

III. Feedback on Draft Policies

OGP will actively seek public feedback on draft policies that relate to the overall practices of the initiative (such as the OGP Disclosure Policy itself). These policies will be published online and whenever possible (resources allowing) in relevant languages with due notice and a minimum of 30 days for the public to comment. All comments will be made public, along with the final version of any document under public consultation.

For any draft documents that are submitted to the Steering Committee for discussion and approval but not subject to prior public consultation (for example internal governance protocols for the OGP Steering Committee), the final document will be published promptly on the OGP website.

IV. Exceptions to Full Disclosure

While OGP is committed to having a fully transparent and proactive disclosure system in place, information may be considered confidential and not available to the public under the following circumstances:

- Information received by OGP which has an explicit expectation of confidentiality;
- Information which if disclosed would do identifiable harm to the safety or security of an individual, or violate his or her rights or privacy;
- Information that in OGP's view, if disclosed, would demonstrably inhibit candid policy dialogue with governments, donors, communities or partners;

- Internal pre-decisional policy documents that are not available for public consultation. Pre-decisional policy documents not subject to public consultation will be archived and available on request after three years.

In the rare cases where OGP is unable to satisfy an information request, we will provide a reasonable and timely justification as to why we are unable to provide information.

OGP reserves the right to refuse spurious or unreasonable requests, including blanket requests, and any request that would require OGP to create, develop, or collate information or data that it does not currently collect.

When the OGP Support Unit and/or Co-Chairs cite an exception to withhold information, the requester may appeal that denial to the full Steering Committee.

V. Languages

While OGP recognizes the necessity of using multiple languages to support full participation in a multi-lateral initiative, due to the limitations of start-up, staffing, location and funding, the public website will use English as its primary language in the near term. Key documents will be published in this language, and whenever possible the support unit will also translate key documents into Portuguese, French and Spanish. We also encourage our members and colleagues to undertake translations of OGP materials for us to share on the OGP website with appropriate credits and disclaimers.