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Self-assessment report

Third Open Government Action Plan

Spain 2017-2019

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Content

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1. Introduction and background

In recent years, Spanish citizens have been increasingly demanding that their Public Administrations not only respond effectively and quickly to their needs but also do so in a more transparent, responsible, and participatory manner.

The Third Open Government Action Plan has sought to respond to these aspirations by setting out, among its objectives, the strengthening in Spain of the values of transparency, accountability, participation and collaboration in a context of progressive recovery of the Spanish economy and in a socio-political scenario in which, together with the holding of general, regional and local elections, an expression of democratic normality, Spanish citizens have also had the opportunity to celebrate the 40th anniversary of their country's current Constitution.

Therefore, it is worth emphasising that the principles defended by the Open Government Partnership (hereinafter OGP), since its foundation in September 2011, are fully supported in Spain by its Constitution (hereinafter SC), a fundamental rule that guides the democratic coexistence of the Spanish people and the functioning of its public institutions, as befits a social and democratic state governed by the rule of law that advocates, as superior values of the legal system, freedom, justice, equality and political pluralism (art. 1.1 of the SC), which guarantees the fundamental right of citizens to participate in public affairs, directly or through their representatives, freely elected in periodic elections by universal suffrage (Art. 23.1 of the SC). The public powers, in accordance with the constitutional text, therefore have the duty to promote the conditions for the freedom and equality of the individuals and of the groups to which they belong, and to remove the obstacles which prevent or hinder their full enjoyment, by facilitating the participation of all citizens in political, economic, cultural and social life.

In order to improve its democratic quality, Spain joined the OGP since the year of its foundation and has already developed three Open Government Action Plans, the third of which is the subject of this self-assessment.

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The Plan contains 20 commitments grouped around 5 major axes: Collaboration, Participation, Transparency, Accountability and Training. Table 1 shows the commitments grouped by axis.

1) COLLABORATION	
1.1	Creation of an Open Government Forum
1.2	Open Government Sectoral Commission
1.3	Promotion of the Network of Local Authorities for Transparency and Citizen Participation
1.4	Support for Open Government initiatives abroad
2) PARTICIPATION	
2.1	Participatory web space on Open Government
2.2	Observatory on participation. Diagnostic and recommendations phase
2.3	Participatory budgeting
2.4	Participation of young people in public policies
3) TRANSPARENCY	
3.1	Improvement of the Transparency Portal and the Right of Access to public information
3.2	Information disclosure programme and its reuse
3.3	Citizen folder
3.4	Archive system
3.5	Development of Regulations for the Transparency Law
4) ACCOUNTABILITY	
4.1	Boost open data as an instrument for open justice
4.2	Expand the contents of the Economic-Financial Centre
4.3	Improvement of the quality of real estate data through the coordination of the Cadastre and the Land Registry
4.4	Information on gender-based violence
5) TRAINING	
5.1	Training of Public Employees
5.2	Awareness-raising and training of civil society
5.3	Education in open government

Table 1. Structure of the Third Open Government Action Plan

Along with the objective of strengthening the values of open government in our country, the design of the Third Action Plan had to address two other challenges: on the one hand, the establishment of an effective system of cooperation between all Spanish Administrations in this area and, on the other hand, the essential creation of specific mechanisms for participation and collaboration with civil society in open government policies. This is not only because both objectives were included among the recommendations of the Independent Review Mechanism (hereinafter IRM)

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following the assessment of the Second Action Plan, but also because the territorial organisation of the Spanish State justified it in order to provide coherence to open government public policies.

In fact, Spain is a highly decentralised State, both politically and territorially, with 17 Autonomous Communities (Nationalities and Regions), 2 Autonomous Cities (Ceuta and Melilla) and numerous local authorities (41 Provincial Councils and 8,131 City Councils). Therefore it was necessary to institutionalise inter-administrative cooperation mechanisms that would allow all the Administrations to participate in the design, implementation, and assessment of the Third Plan.

On the other hand, the Third Plan should promote citizen participation and social collaboration in the development of open government values, by creating *ad hoc* spaces that allow representatives of all Spanish Administrations to meet, on equal terms, with civil society organisations.

Both objectives have been fully achieved, so that the Third Open Government Plan can be described as the plan for cooperation between different Administrations and with civil society. The creation of the Sectoral Commission, which brings together the three levels of Spanish Administration (State, Autonomous Communities and Local Entities), as well as the creation and implementation of the Open Government Forum, with a parity composition among Administrations and civil society representatives, constitute the most significant evidence of the effort developed by Spain to promote collaboration and citizen participation.

In order to incorporate different representatives of society into this new system of governance and thus to set up a multi-stakeholder forum of a multi-sectoral nature, the General Directorate for Public Governance (DGGP, by its initials in Spanish) published a call for applications which was attended by different civil society organisations working in the field of transparency and open government, interested in being part of the forum. In addition, the DGGP contacted representatives of the academic world and other organisations representing common interests.

In February 2018, the Open Government Forum was formally constituted, although its members had been collaborating in the design of the Third Plan and in the follow-up of the first actions underway.

The Third Open Government Plan, presented in June 2017, was the result of a process of participation and collaboration that was self-assessed with the participation of civil society, through the Open Government Forum.

In December 2016, the DGGP was created for the governance of open government policies in the area of the State General Administration (AGE, by its initials in Spanish) and for the promotion of cooperation with all the public Administrations. In July 2017,

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the Deputy General Directorate for Open Government (SGGA, by its initials in Spanish) was created, reporting to the DGGP.

The SGGA is entrusted, by regulation, with the exercise of the functions of "promoting, coordinating and monitoring open government plans, in initiatives aimed at developing the principles of transparency, citizen participation, accountability and collaboration, as well as programming and implementing projects on open government, within the scope of the DGGP's competencies; promoting cooperation between all the public Administrations in that area and to serve as the AGE point of contact with international bodies in matters of open government, without prejudice to the powers of other management centres in that regard" (Royal Decree 863/2018 of 13 July, implementing the basic organisational structure of the Ministry of Territorial Policy and Civil Service).

Furthermore, within the AGE, the DGGP has been coordinating the Information and Transparency Units (UITs) of the various ministerial departments provided for in Law 19/2013. These UITs have also assumed responsibility for open government. Each of these open government and transparency units is headed by an officer with the rank of Deputy General Director who acts as a point of contact with the DGGP.

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2. Action Plan process

Participation and co-creation throughout the OGP cycle

Dissemination of information

All the information of the OGP cycle has been published in the open government section of the Transparency Portal (transparencia.gob.es), where a specific participatory space was created to disseminate the whole process of design, implementation and assessment of the Third Plan, organised according to the different phases, in order to make it easily understandable: preparatory phase, approval and constitution of a Multi-stakeholder Forum, and execution and assessment of the Plan.

During the preparatory phase, the following information was published: the schedule and roadmap for the development of the Plan, the form for citizens and civil society organisations to provide their input in the open consultation, the initiatives received and their assessment reports, as well as the information notes from the meetings held with stakeholders.

During the approval phase, the following information was published: the draft Plan (that was submitted to public consultation), the comments received on it, the approved Plan, as well as the information notes from the meetings held with stakeholders.

In addition, throughout the process, the most outstanding information has been disseminated through social networks, accompanied by graphics, infographics or photographs in order to capture the user's attention and to facilitate the understanding of the information. The most widely used social network has been Twitter, as it is the most commonly used to report on the actions of the public Administrations. YouTube has also been used to publish informative videos.

Spaces and platforms for dialogue and co-creation

Meetings were held between public Administrations and interested civil society organisations (which have subsequently become part of the Open Government Forum) in order to design the Plan.

Below are the links to:

- Information note on previous meetings held from 23 January to 21 February 2017.
- Schedule of preparatory meetings, after publication of the roadmap.

- Meetings of the [Sectoral Commission](#).

Meetings could be attended either in person or by videoconference, thus facilitating the participation of all stakeholders. All calls for meetings have been made by e-mail and, sometimes, additionally, by telephone. Both the schedule and the information notes on the meetings have been published in the open government space of the Transparency Portal, thus creating a public repository on the Forum's activities, available to all citizens. It is also worth noting the total availability of the SGGA staff to deal with any queries, doubts or proposals raised by interested parties.

Co-ownership and joint decision-making

A series of meetings with the Multi-stakeholder Forum have been proactively organised to involve all actors in the process. Previously, it has been ensured that all actors have the necessary information to facilitate discussion and feedback. All these actions have allowed for input from different points of view, constructive criticism, and mutual learning.

All the decisions were adopted by consensus, between the representatives of the public Administrations and civil society, without the need for a simple majority voting mechanism.

Participation and co-creation when implementing, monitoring, and reporting on the Action Plan

Dissemination of information

During the execution phase, starting in December 2017, the monitoring information on the degree of progress in fulfilling the commitments and activities of the Plan was quarterly published on the Transparency Portal, in a participatory web space created for this purpose, in an accessible and easily understandable format for citizens to allow them to make their comments and contributions, if they so wish.

The indicators for monitoring the activities of the commitments fall into the following categories:

- Completed activity: activity that has been completed within the time frame established in the Plan.
- Late-completed activity: activity that was completed after the deadline.
- Current activity: activity started but not completed.
- Activity not started: an activity that has not been started but should have been within the time frame set forth in the Plan.
- Future activity: activity whose planned start date is later than the date of the monitoring report.

- Cancelled activity: activity deleted by decision of the responsible for the commitment.

For a better visualisation of the degree of fulfilment of the commitments, each of the previous categories has been represented with a different colour, allowing the citizens to easily identify the progress in the execution of each activity, of each commitment and of the Plan as a whole.

The information is shown in tables, with its state of progress and detail, accompanied by graphs on the general progress of the plan, that of each of its axes, as well as that of each of the commitments, as can be seen in the following link: Monitoring of the Third Open Government Action Plan

In addition to providing all the information on the quarterly progress, the participatory web space has a section for sending comments by citizens and civil society organisations, using a simple and easily accessible form.

On the other hand, in order to facilitate the adoption of decisions and the provision of inputs on the implementation and monitoring of the Plan, all the documentation for the follow-up and report of the Third Plan has been provided to the members of the Sectoral Commission and the Multi-stakeholder Forum in advance of the meetings, together with the calls for meetings. The information notes on the meetings, which contain the full contents of the corresponding minutes, are disseminated, once the meetings have been held, through the participatory web space and can be consulted by all participants and citizens in general. They provide information on what has worked and what has not worked during the execution of the different commitments.

The notes and issues discussed at the various meetings can be found at the following link:

https://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/ForoGA.html

The Multi-stakeholder Forum and the Sectoral Commission have also carried out activities to disseminate the OGP process, especially those developed during the Open Government Week, or during the implementation of the Education in Open Government project, as well as throughout the development of the training plan for public employees on open government. With these activities, the values of open government have been transmitted to the citizens.

Spaces and platforms for dialogue and co-creation

The Sectoral Commission and the Open Government Forum are constituted as spaces for dialogue and co-creation between the public Administrations and the latter with civil society.

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The Government has held meetings with civil society representatives on the implementation of the Action Plan. Different spaces for collaboration and participation have been created and consolidated in compliance with the Plan: Sectoral Commission, Open Government Forum, and its dependent bodies: Standing Commission and thematic working groups. In these groups, periodic reports have been provided on the implementation and monitoring of the Plan. In this way, citizens and civil society organisations have been able to learn about all the activities carried out during the cycle, and to access details of the topics discussed at the meetings, as well as to make their comments and inputs.

In particular, as of November 2017, informal working group meetings were held to follow up on the Third Plan and monitor the implementation of specific activities included in the Plan. Thus, the Working Groups on Collaboration and Participation, Transparency and Accountability, and Training and Awareness began their work, which was later formalised as groups under the Open Government Forum. A representative sample of stakeholders takes part in these thematic groups to monitor the implementation of each commitment. Their members have been elected within the Forum which, in compliance with commitment 1.1 of the Action Plan, was created by Order HFP/134/2018 of 15 February under the name "Open Government Forum", a multi-stakeholder forum that has played a leading role in monitoring the Third Plan and improving its implementation.

At the monthly meetings of the working groups, the ministerial heads responsible of each commitment have been reporting on the progress made in the various activities and on the circumstances that may have affected their fulfilment. After the information was given, a debate was opened and contributions were collected from the participants for the improvement of the implementation.

The inaugural meeting of the Open Government Forum was held on 10 May 2018. The Forum, in accordance with its rule of creation, is a space for dialogue, reflection and debate on open government among the public Administrations and civil society. It is a collegiate body with a parity membership consisting of the Presidency and 64 members, with the participation of 32 representatives of public Administrations and another 32 from civil society. The representation of the public Administrations is made up of the First Vice-presidency of the Forum, held by the General Director for Public Governance, and the rest of the representatives of the public Administrations: 8 members of the AGE with the rank of at least Deputy General Director, 19 regional members (one from each Autonomous Community or City) and 4 members appointed by the FEMP.

Civil society is represented by the Second Vice-presidency, 4 members of the Royal Academy of Moral and Political Sciences, 8 University professors and lecturers proposed by the Centre for Political and Constitutional Studies, 8 representatives of non-profit associations and foundations elected by public call, 6 representatives of the Spanish National Council of Consumers and Users and 6 representatives of third sector entities.

The Second Vice-Presidency is held by one of the representatives of civil society, in accordance with the rotation system approved in the Forum's supplementary rules of operation. Both the rotation system of civil society representatives on the Standing Commission and their representation in the working groups have been established by consensus within the Forum.

At all times, both in the participatory web space and in the Plan's follow-up meetings, the information provided has been extensive, transparent and true, on the fulfilment of the activities of each commitment and on the obstacles that, where appropriate, have hindered their fulfilment, as well as on the reasons that have led in some cases to their late execution, or to their non-compliance, without avoiding the corresponding explanations in this respect.

Co-ownership and joint decision-making

In addition to the monitoring of the implementation of the Plan that is carried out in the participatory web space and in the monthly meetings of the working groups referred to above, the monitoring of the progress in the general fulfilment of the Plan is also carried out in the meetings of the Standing Commission of the Forum, which are held every six months, and of the Plenary, which are held annually.

Although the OGP no longer requires a mid-term self-assessment report of the Plan, the DGGP, through the SGGA, prepared a report on the progress of the Third Plan after the first year of implementation, which was published on the Transparency Portal and submitted for discussion at the meetings of the Inter-Ministerial Group on Open Government and Transparency (08/11/2018), the Standing Commission of the Forum (20/11/2018) and the Open Government Sectoral Commission (20/11/2018). With this, the involvement of all actors in the implementation of the Plan was achieved, through reliable and rigorous information on this process.

The Forum's Standing Commission and its working groups have also facilitated the adoption of joint decisions and collaboration on relevant issues, such as the definition of the Spanish position on participation in the European Union, the organisation of the Open Government Week, the methodology for the validation of participation in different areas of action of the public Administrations, the development of teaching experiences on education in open government, or the approval of the Framework Document for the design of the Fourth Open Government Plan, to mention some of the most important issues dealt with by these collaboration bodies. In short, it could be said that the implementation of the Third Plan has taken place in a climate of mutual learning and constructive criticism between the public Administrations and civil society, which have contributed to improving this process.

Reference should also be made to the document "Assessment of participation in the Third Open Government Plan of Spain", published on the Transparency Portal, which describes in detail the participation process developed during the design, execution and assessment phases of this plan.

The methodology used was designed in a working group led by a professor from the Complutense University, an expert in social research, taking as a reference the OGP´s participation standards.

This report was subject to a three-way participatory process within the Sectoral Commission, the Standing Commission of the Forum[1] and through a process of direct consultation with the members of the Plenary of the Forum.

The result of the participatory process concludes that the majority of participants (70%) would not introduce improvements with respect to the participatory process that has been carried out for the elaboration and implementation of the Third Plan, while 30% made contributions for the improvement of the process. These contributions have been included in an addendum to the aforementioned assessment document.

Table 2 shows, according to the methodology used, the global index for the assessment of participation, which is formed by aggregating the weighted partial indicators. The public participation index in the Third Open Government Plan is 89%, with the reference model being equal to 100%.

The document "Assessment of the participation in the Third Open Government Plan of Spain" can be found in Annex II.

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[1] see minutes of 20/11/2018 Standing Commission of the Forum meeting:
https://transparencia.gob.es/transparencia/dam/jcr:532bc446-754c-407c-800b-2412242d21b5/2018_11_20_Nota%20Informativa%20Reuni%C3%B3n%20CP-Foro_vf_corr.docx.pdf

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Criterion	Weight	Score obtained	Maximum score	Scale score 1-10	Indicators Assessment criteria
	A	B	C	D=Bx10/C	E=DxA
C1-Representativeness Criterion: Participants must form a broadly representative sample of the affected public or citizens.	13	7	7	10	**130**
C2-Independence Criterion: The participation process should be managed/lead in an unbiased and independent manner.	12	8	10	8	**96**
C3-Early Involvement Criterion: public involvement should occur as early as possible in the participatory process as soon as value judgements begin to emerge	13	10	10	10	**130**
C4-Influence Criterion: The product/result of the participatory procedure must have a real impact on the policy.	10	10	10	9	**100**
C5-Transparency Criterion: The process must be transparent so that the public can see what is happening and how decisions are being made.	12	19	20	9.5	**114**
C6-Resource Accessibility Criterion: Participants must be able to access adequate resources to enable them to successfully complete their task	11	6	6	10	**110**
C7-**Task Definition Criterion**: The nature and scope of the participatory task must be clearly defined.	13	3	3	10	**130**
C8-**Structured Decision-Making Criterion**: The exercise of participation should provide adequate mechanisms to structure and demonstrate the decision-making process.	8	6	6	10	**80**
C9-Cost effectiveness criterion: The procedure must be cost effective.	8	0	1	0	**0**
Total	**100**				**890**
Participation rate					**89%**

Table 2. Assessment indicators for participation in the Third Open Government Plan.

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3. IRM recommendations

The Independent Review Mechanism (IRM), in its Final Assessment Report of the Second Open Government Plan, made the following recommendations, which were taken into account in the development of the Third Plan:

1st. Establishment of an **intergovernmental dialogue and coordination body** to articulate open government strategies and actions, with **representation from sub-national participation bodies and civil society.** This recommendation was initially implemented informally, but very effectively, during the development phase of the Third Plan, forming a multi-stakeholder forum in which a wide range of representatives of the public Administrations and civil society were represented. Subsequently, the institutionalisation of this forum was incorporated as a commitment into the Third Plan and its fulfilment took place through the approval of the aforementioned Order HFP/134/2018, of 15 February, which created the Open Government Forum. The formal constitution of the Forum took place on 10 May 2018 and, as has been pointed out, in addition to the Presidency, 64 members are part of this space, 32 of whom represent civil society and another 32 the public Administrations.

2nd. Improvements to articulate a **participatory space on the web of the Transparency Portal,** as a permanent space for monitoring and assessing the OGP process. This recommendation was incorporated into the Third Plan, specifically in commitment 2.1, through the creation of a specific space in which the state of progress of the Third Plan is reported quarterly, and in which the participation of civil society is made possible.

3rd. Disclosure of a dialogue so that **political forces with parliamentary representation would participate in the process of developing the Third Plan.** In this regard, it should be clarified that the process of creating the open government plans in Spain takes place in the sphere of the executive branch (Government of Spain and AGE), without prejudice to the mechanisms of control by Parliament over the action of the Government, and the channels of dialogue and co-creation that are developed in parliamentary headquarters between the political groups in order to reach the maximum consensus in the adoption of the various public policies.

4th. Definition of a new participatory strategy for open data, based on both **transparency** and the **reuse and strengthening of active publicity**. Related to this general recommendation, it is also worth mentioning two particular recommendations: the improvement of the information published in the Transparency Portal and the need to maximize the contribution to public

transparency of the Aporta project, of disclosure of information and its reuse. These recommendations have been incorporated into the Third Plan, in commitments 3.1, to improve the Transparency Portal and the Right of Access to public information, and 3.2, to promote the programme for disclosing information and its reuse.

5th. **Campaign to promote** the OGP, supported by the use of social networks, associated with the Third Plan, and the policy of open government and transparency, to inform about the OGP process and encourage citizen participation. This recommendation has been taken into account throughout the entire OGP process, with the dissemination of the different phases through the Twitter account of the Transparency Portal, and with the inclusion of citizen participation in the drafting of the Plan and its follow-up.

In addition, two specific commitments were included in the Plan to raise public awareness of the values of open government: commitment 5.2, to raise awareness and train civil society, and commitment 5.3, on education in open government, aimed at teachers and students in Primary, Secondary and Baccalaureate School education, and which, together with the various experiences developed, was also reflected in the publication (on paper and in digital format) of the Guides to Education in Open Government. These commitments will be referred to in more detail in the following pages.

Finally, the promotion of the OGP and the values of open government was particularly intense on the occasion of the celebration of the Open Government Week, which took place from 7 to 11 May 2018, throughout Spain. Spain was the country that held the most events worldwide (close to 40% of the total), all of them around the same common thread, Spain's open government policy and its principles of transparency, participation, accountability, and collaboration.

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4. Implementation of Action Plan commitments

The Third Open Government Action Plan of Spain 2017-2019 is made up of 20 commitments that are broken down into 223 activities. Each one of them appears in the Plan with a start and an end date, which have served as efficacy indicators.

Once the period of execution of the Third Open Government Action Plan has ended, the high level of compliance with this plan should be highlighted, with **95%** - 210 activities - **totally or partially executed** (see Figure 1):

- **87%** -193 activities- have been **completed**.
- **8%** - 17 activities - have been **partially implemented**: 4% with substantial compliance and 4% with limited compliance.

The remaining 5% corresponds to activities that have not been started: 5 activities (2%) are pending starting, 3 activities (1%) are future activities (scheduled to begin after June 2019), and 5 activities (2%) have been cancelled for various justified reasons.

Figure 1. Level of compliance with the Third Open Government Action Plan as of 30 June 2019, the end date of the plan, in number and percentage of activities.

As indicated above, throughout the execution of the Plan, the indicator used in the participatory web space to monitor the progress of the commitments has been the state of execution of its various activities, according to the following categories: "completed", "late completed", "in progress", "not started", "future" and "cancelled".

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This report shows the level of compliance of the activities in four categories, following the indications established by the OGP in the "Rules and guide for participants" (version 4.0, February 2019): "complete", "substantial", "limited" and "not started".

The "complete" category corresponds to the "completed" and "late-completed" categories, while the "substantial" and "limited" categories correspond to the "in progress" category. The "not started" category corresponds to the following categories: "not started" (activity with delayed start); "future" (activity with planned start date after June 2019); and "cancelled" (deleted activity).

OGP	EPW
Complete	Completed
	Late-completed
Substantial	Ongoing
Limited	
Not started	Not started
	Future
	Cancelled

Table 3. Correspondence of the categories of compliance with the "Rules and guide for participants" of the OGP with those of the participatory web space

Figure 2 shows a breakdown of the fulfilment of the Plan's activities, grouped **by axes.** The highest level of compliance with the planned activities was in the commitments of the participation axis, with 96% of complete activities, followed by the training axis, with 94%. All the axes have been completed by more than 74% and, taking into account those activities that are in an advanced state of execution (substantial compliance), all of them exceed 85% of execution.
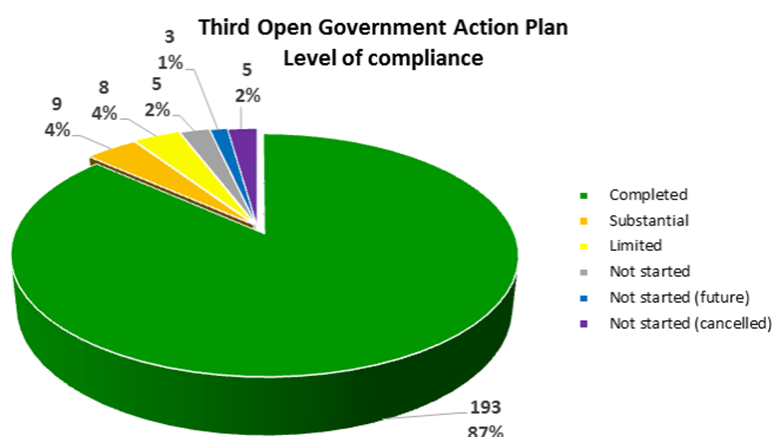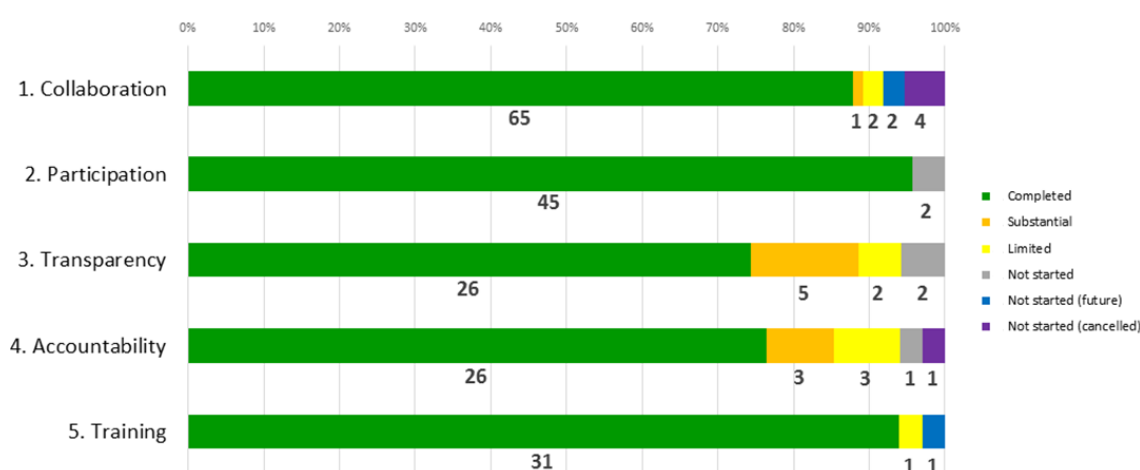

Figure 2. Level of compliance with the Third Open Government Plan as of 30 June 2019, the end date of the plan, broken down by axes, in number and percentage of activities.

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A brief description of the implementation of the commitments under each axis is given below and the tables with the level of implementation of the different commitments are included in Annex I. The description and complete information on the implementation of each commitment is available on the Transparency Portal participatory web space:

https://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/iiiPlanAccion/CompromisosIIIPGA.html

Axis 1. Collaboration

As can be seen in Figure 3, **92%** - 68 activities - of the collaboration axis are **fully or partially implemented**:

- **88%** -65 activities- has been **completed.**
- **4%** - 3 activities - have been **partially implemented**: 1% with substantial compliance and 3% with limited compliance.

The remaining 8% corresponds to activities not started: 2 activities (3%) are future and 4 (5%) have been cancelled. The level of implementation of the 4 commitments in this axis is shown in Figure 4.
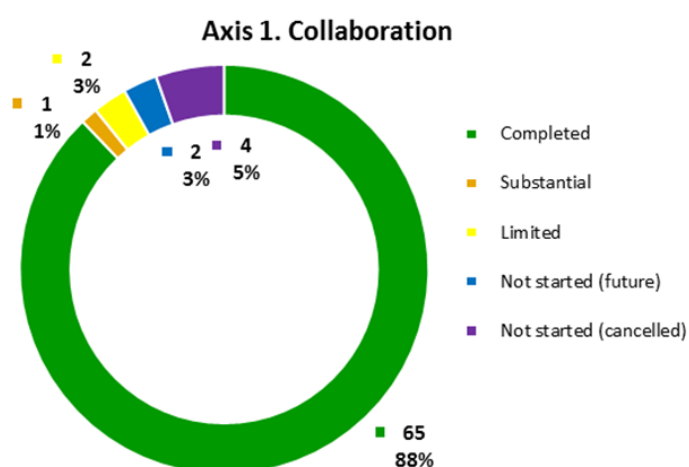
Figure 3: Level of compliance with the collaboration axis as of 30 June 2019, the end date of the plan, in number and percentage of activities

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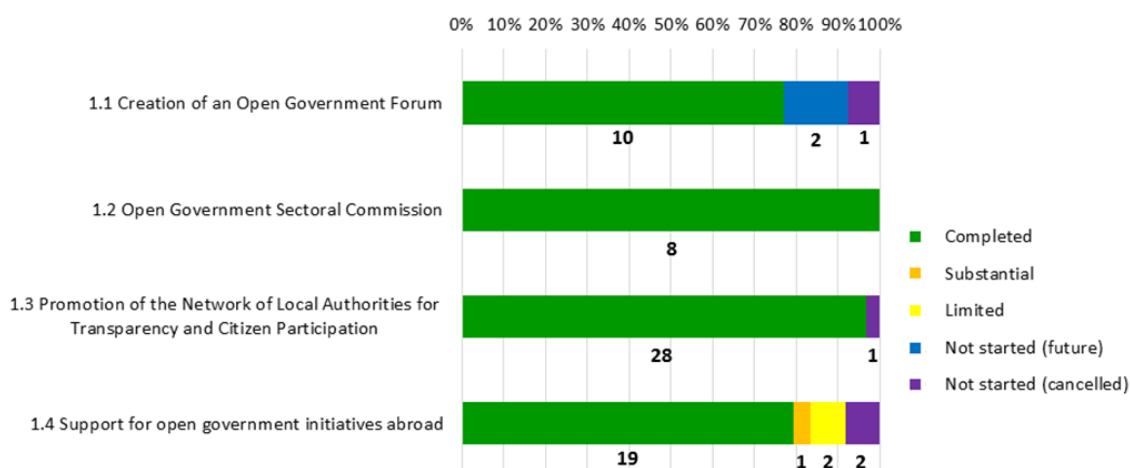
Figure 4: Level of compliance with the collaboration axis as of 30 June 2019, the end date of the plan, broken down by commitments, in number and percentage of activities.

Below is the status of compliance with the commitments of the collaboration axis, from a qualitative point of view:

1.1 Creation of an Open Government Forum

On 20 February 2018, Order HFP/134/2018 of 15 February establishing the Government Forum was published in the Official State Gazette. This Forum is a collegiate body with a parity composition in which public Administrations and civil society are represented, as indicated above. It is a space for permanent dialogue and debate in which collaboration between the public Administrations and the civil society is encouraged in matters related to collaboration, transparency, participation and accountability.

The formal constitution of the Forum took place on 10 May 2018. Since then, this body has been meeting regularly in the form of a Plenary, Standing Commission and Working Groups. The Forum has been highly active, meeting once in Plenary, three times in Standing Commission and 19 times in working groups.

This multi-stakeholder forum has followed up on the Third Plan and has discussed how to improve the implementation of the Plan. Its working groups, of flexible and equal composition, have been convened monthly to monitor the Plan, and their members have been informed about the state of implementation of the different commitments, in a process of reciprocal learning and constructive and consensual criticism.

The main agreements and discussions that have taken place within the Forum are listed below:

1. **Agreements of the Plenary** of the Open Government Forum:

    *   Approval of its **organisational and operational rules**, of which the following are highlighted:

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- Minimum frequency of meetings: annual for the Plenary, quarterly for the Standing Commission and monthly for the working groups (except in August).

- Rotation system of the Second Vice-presidency of the Forum, which will be held, for six-month periods, by the various representatives of civil society organisations: Academia (Royal Academy of Moral and Political Sciences or professors and lecturers from Spanish Universities), non-profit associations and foundations, consumer and user associations and third sector entities.

- Establishment of the composition of the Forum's Standing Committee and working groups.

- Appointment of the **holders of the Second Vice-Presidency** of the Forum, attributed to civil society.

2. **Agreements of the Standing Commission** of the Open Government Forum:

- Approval of the "**Common Position Document of the Spanish Public Administrations on Citizen Participation**. Europe for Citizens Committee".

- Organisation of the **Open Government Week.**

- Approval of the **road map for the drawing up of the Fourth Open Government Plan** and the schedule of actions for its drawing up and approval.

- Approval of the **framework document of the Fourth Plan.**

The only activity that has been cancelled is the acknowledgement of the IRM's mid-term assessment report, since the IRM no longer produces this report.

The report on the assessment of the functioning of the Forum can be found in Annex III.

1.2 Open Government Sectoral Commission

On 6 March 2017, the Open Government Sectoral Commission was set up. It is a multilevel governance body with the participation of the AGE, the Autonomous Communities and Cities Administrations and the FEMP. The Sectoral Commission was actively involved in the process of drawing up the Third Plan and in monitoring its implementation. Its members have been involved in initiatives such as education in open government and Open Government Week, which was held in May 2018.

It approved the document "Common Position of the Spanish Public Administrations on Citizen Participation", the roadmap and the framework document for the drafting of the Fourth Open Government Plan.

Among the issues discussed and the agreements adopted by the Sectoral Commission, the following are noteworthy:

- **Drawing up of the Spanish Third Open Government Plan**: a first debate was held on the Third Plan at the meeting of 6 March 2017 and the draft was subsequently studied at the meeting of 24 May, which was also attended by representatives of civil society.

- **Monitoring of the Spanish Third Open Government Plan** in all the meetings held after the approval of the Plan.

- **Creation of a multi-stakeholder Open Government Forum:** the Open Government Sectoral Commission gave the green light to the constitution of the Forum, first informally and then formally.

- Organisation of the **Open Government Week:** the Sectoral Commission played a leading role in the organisation of Open Government Week 2018.

- **Education in Open Government:** the Sectoral Commission has played a leading role in ensuring the success of this initiative, through collaboration between the different levels of Spanish public Administrations. The details are set out in commitment 5.3.

- **Public Administration Sectoral Conference:** on 22 October 2018, the Public Administration Sectoral Conference adopted its Rules of Organisation and Functioning, which included open government among the matters that may be addressed by the Conference. This is an important step forward, as it will make it possible to promote future debates on open government among top-level government officials from the State and the Autonomous Communities.

- Debate and approval of the "**Common Position Document of the Spanish Administrations on Citizen Participation**. Europe for Citizens Committee": this document, approved at the meeting of 14 February 2019, has enabled Spanish public Administrations to contribute to enriching the general debate on citizen participation in the EU.

- **Framework document for the drafting of the Fourth Open Government Plan**: prior to its approval by the Open Government Forum, the Sectoral Commission gave the green light to the roadmap and framework document for the drafting of the Fourth Plan.

The assessment report on cooperation in open government can be found in Annex IV.

1.3 Promotion of the Network of Local Authorities for Transparency and Citizen Participation

This is a commitment by the FEMP to promote open government at the local government level, included in the National Action Plan. This initiative is a good

example of multi-level governance and can serve as a reference when incorporating open government commitments at the sub-national level, without the need for each local authority to join as a member of the OGP.

As of 30 June 2019, the Network was made up of 227 town councils, 11 town halls/councils/deputations and 3 counties/communities.

The Network has been consolidated during the implementation of the Third Plan, with activities aimed at promoting open government at the local level through various instruments, such as the development of an [integrity guide to local public procurement](#), an [open data guide](#), [a guide to procedures for access to local public information,](#) a book with [comments on key aspects of access to public information](#), a [publication on participatory governance](#) and the creation of a [bank of good practices](#).

At the international level, it has promoted the approval and consolidation of a Community of Practice on Transparency and Open Government in the United Cities and Local Governments global network (UCLG).

This has helped to promote mechanisms for participation and collaboration in open government policies at the local level.

The only activity cancelled from this commitment has been the holding of a biennial congress on open government at the local level, the organisation of which will be considered within the framework of the Fourth Plan for Open Government.

1.4 Support for open government initiatives abroad

The Spanish Agency for International Development Cooperation (AECID by its initials in Spanish) has carried out various activities for institutional strengthening and development of open government in Honduras, Panama, Equatorial Guinea, Mauritania, and Morocco. The level of compliance with the commitment assumed by the AECID can be considered substantial, with 79% of activities completed and 4% with substantial compliance.

Spain's support to the Kingdom of Morocco in the following issues should be highlighted: the drafting of the Law on Digital Administration, the Decree on the organisation of unified competitions for the selection of common employees in the Administrations, the Open Government National Action Plan and the Moroccan Transparency Portal.

Two activities of this commitment have been cancelled: the strengthening of the Citizens' Council of the Public Ministry of Honduras, due to its operational inactivity, and the practical training in statistical sciences of the personnel of the National Institute of Statistics of Equatorial Guinea, due to the unavailability of the personnel of the Spanish National Institute of Statistics.

Axis 2. Participation

As can be seen in Figure 5, **96%** -45 activities – of the participation axis- **is fully implemented** and the remaining 4% corresponds to 2 activities not started. The level of fulfilment of the 4 commitments of this axis is shown in Figure 6, where we can see that 3 of the 4 commitments have been completed and that only 2 activities of the participation observatory commitment are pending implementation.
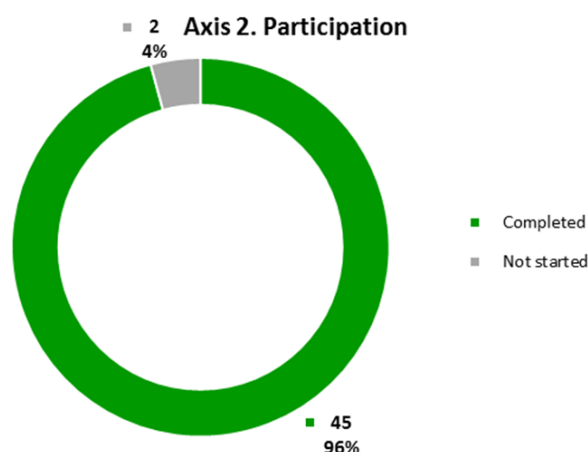
Figure 5: Level of compliance with the participation axis as of 30 June 2019, the end date of the plan, in number and percentage of activities
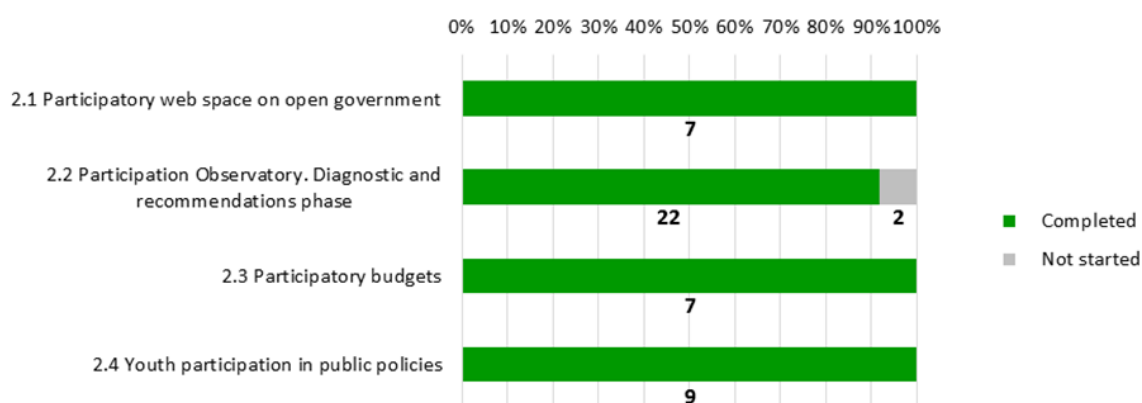
Figure 6: Level of compliance with the participation axis as of 30 June 2019, the end date of the plan, broken down by commitments, in number and percentage of activities.

The following is a detailed analysis of the fulfilment of the commitments included in this axis from a qualitative perspective:

Self-assessment report of the Third Open Government Action Plan

2.1 Participatory web space on open government

In order to ensure compliance with standards of transparency and accountability by those responsible for the commitments included in the Plan, a space has been created in which, from the beginning of the execution of the Plan and throughout the implementation process, regularly updated information has been provided on compliance, in accordance with the initial schedule, or, where appropriate, on deviations in compliance with activities and their causes.

In fact, in December 2017 the participatory web space on open government was created in the Transparency Portal, where anyone can consult the quarterly monitoring of the Third Plan in a graphic and detailed way. In addition, this space has a section for the submission of comments by citizens and civil society organisations.

This initiative has improved the transparency, accountability and participation mechanisms existing in previous open government plans, since, through this space, information is provided in an accessible and easily understandable way to citizens. In addition, it allows the members of the multi-stakeholder Forum to monitor the progress of the Plan's commitments.

2.2 Participation Observatory. Diagnostic and recommendations phase

This commitment was made in order to ascertain the various forms and mechanisms of participation being developed in the AGE and to evaluate their efficacy or the extent to which the contributions of citizens and social organisations are taken into account in the decision-making process.

In fulfilment of this commitment, a diagnosis of participation has been made in four areas of the AGE:

1. Advisory bodies.
2. Regulatory development process.
3. Public plans and programmes.
4. Participation through electronic media and social networks

As a result of this fourfold diagnosis, four reports have been drawn up for each of these areas of research, which contain, in addition to the result of the research, recommendations for improving participation in them.

The results of these reports have been published in the participatory web space of the Transparency Portal, after their presentation and debate in the Collaboration and Participation Working Group.

The results are pending presentation at the next meetings of the Sectoral Commission and the Plenary of the Open Government Forum.

2.3 Participatory budgets

The Third Plan incorporates this commitment of the Autonomous Community of the Region of Murcia to formulate participatory budgets. This initiative is an expression of the boost to administrative cooperation that has been developed in the area of open government.

The initiative consists of the inclusion in the General Budget of this Autonomous Community (General Budget Laws of the Region of Murcia for 2018 and 2019) of a series of budgetary programmes submitted to public consultation for their pre-selection in accordance with citizens' priorities, thus facilitating citizens' participation in the decision-making process, both in the budgeting phase and in the budget execution phase.

All the information regarding participatory budgets is published in the [Transparency Portal of the Region of Murcia](#).

2.4 Youth participation in public policies

This commitment responds to an EU initiative to promote the participation of young people in the coordination of these policies at European level, through debate and discussion with those responsible for these policies, by means of Structured Dialogue Cycles. The topics to be consulted are defined in these cycles. The national working groups have carried out the debates and consultations in each country, elevating the results to the European level, for analysis at the EU Youth Conferences. The results of the V and VI Structured Dialogue Cycles have been reflected in the Council Resolutions under the Presidencies in office between July 2017 and December 2018.

The National Working Group in Spain is composed of INJUVE, the Spanish Youth Council (CJE by its initials in Spanish) and national youth entities.

During the VI Cycle of Structured Dialogue, which took place from July 2017 to December 2018, the Spanish National Working Group trained young people from the different Autonomous Communities, who participated as volunteers in regional consultations, and coordinated the debates and consultations at the national level, in meetings in which young people from all over Spain and leaders of different public Administrations related to youth issues participated. In addition, INJUVE and CJE have participated in the EU Youth Conferences in Tallinn, Sofia, and Vienna.

The result of the 6th cycle was the approval of the document "Youth Goals" and its incorporation into the EU Youth Strategy 2019-2027.

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Axis 3. Transparency

As can be seen in Figure 7, **94%** -33 activities- of the transparency axis are **fully or partially implemented**:

- **74%** -26 activities- has been **completed.**
- **20%** -7 activities- have been **partially implemented**: 14% with substantial compliance and 6% with limited compliance.

The remaining 6% corresponds to 2 activities not started.

The level of fulfilment of the 5 commitments of this axis is represented in figure 8, where it can be seen that most of the unfinished activities correspond to commitment 3.3, Citizen Folder. This is due to the fact that this is an extraordinarily complex initiative, whose objectives have been reviewed throughout the execution of the project and whose scope is broad and involves all the public Administrations.

The 2 non-started activities correspond to the last 2 phases of commitment 3.5, for the regulatory development of the Transparency Law, since the draft Royal Decree is currently being processed.
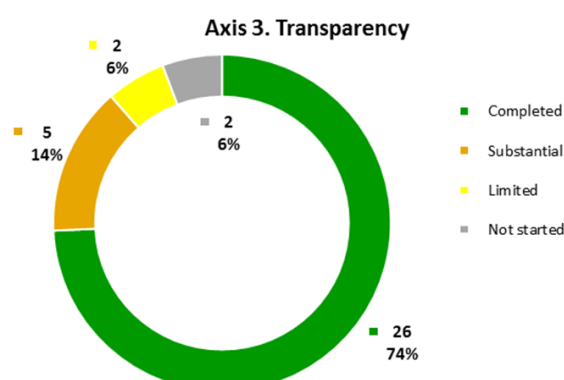
Figure 7: Level of compliance with the transparency axis as of 30 June 2019, the end date of the plan, in number and percentage of activities
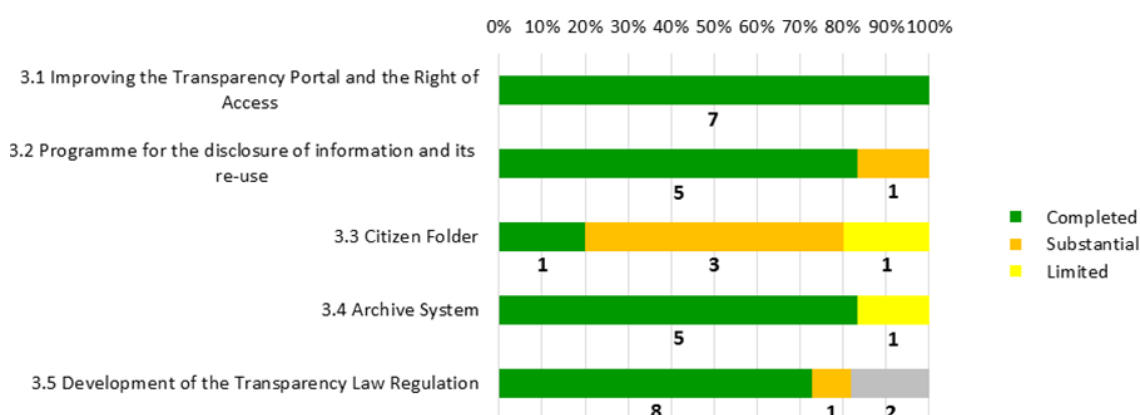
Figure 8: Level of compliance with the transparency axis as of 30 June 2019, the end date of the plan, broken down by commitments, in number and percentage of activities.

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Entering into the detail of compliance with the commitments of the axis, we highlight the following:

3.1 Improving the Transparency Portal and the Right of Access to public information

The disclosure of the Transparency Portal was one of the most important achievements of the Second Spanish Open Government Action Plan. However, as the IRM pointed out in the corresponding assessment report, it was necessary to improve both technical and functional aspects of the portal. On the other hand, the need to simplify and facilitate the right of access to public information was detected.

The Transparency Portal (transparencia.gob.es) is the fundamental tool for transparency and the exercise of the right of access public information.

During the 2 years of execution of the Third Open Government Plan, the portal has undergone important changes both in its design and in its functionality, which are summarised in the following 4 groups of actions:

1) Redesign of the portal:

From a participatory perspective, taking into account input from civil society and other stakeholders, changes have been made to the information architecture to make searches more intuitive. The information search system has been optimised to make it more effective. The quality and clarity of the content has also been improved, introducing new and updated information.

2) New information elements:

Some new information elements have been added such as reports on citizen perception of public services, principles of good governance, property rights, new information on real estate, on State property management and protected cultural assets, as well as information on subsidy plans, register of data processing actions and personal data protection delegates.

3) Improving the Right of Access to public information :

The mechanism for identifying those interested in exercising the right of access to public information has been simplified and facilitated. Instead of requiring access by an electronic certificate or Cl@ve, only a simple identification by an ID number and a mobile phone number is required, which makes it possible to obtain a password that can be personalised by the user and which can be used for successive requests for information.

4) Participation spaces:

On all the webpages of the Transparency Portal, on its right-hand margin, there is a tab called "Your opinion counts" which, once activated, allows for sending opinions or

suggestions on the contents of the portal or any other matter that the interested party considers to be of interest.

Information on other citizen service channels has also been improved and the participatory space for monitoring the Third Open Government Plan is fully operational and is used by both citizens and the public Administrations.

At this time, the possibility of public participation in the process of preparing draft regulations is operational. Each Ministry has a space where the regulations are housed for public information and can be accessed from the Transparency Portal. Notwithstanding the above, an analysis is being carried out in order to place it, in the medium term, in a space for public participation, in a broader sense.

Annex V contains the Balance Report of the Transparency Portal Improvement Plan.

3.2 Programme for the disclosure of information and its re-use

Among the IRM recommendations on the occasion of the assessment of the Third Open Government Plan of Spain, there is the definition of a new participative strategy for *Open Data,* based both on transparency and on the reuse and strengthening of active publicity. This commitment is a response to this recommendation, which aims to promote the disclosure of public sector information, both *ad extra,* towards the private sector, and *ad intra for the* improvement of public sector services.

Accordingly, in February 2018 a draft Royal Decree was published to implement Law 18/2015, regulating the re-use of State public sector information, which was submitted for a hearing and public information. It is currently in the processing phase prior to its final approval.

On the other hand, it is worth noting that the national data catalogue has increased more than 42% since September 2017, which is more than double the planned increase of at least 20%.

The pending activity of this commitment is the publication of the study of the infomediary sector in 2018, due to a delay in the award of the public tender for its execution. However, its level of compliance is considered substantial since the preparation of the study is well advanced and its publication is expected in the fourth quarter of 2019.

3.3 Citizen Folder

The Citizen Folder of the General Access Point is the private area for citizens in their relationship with public Administrations, which provides a point from which citizens can access personal information, follow up on administrative procedures, access notifications and make electronic appearances. The Third Plan has promoted the continuous inclusion of files and notifications in the folders of all Ministries and other

public Administrations (Autonomous Communities and other affiliated local authorities). Personal data held by the public Administrations, such as university and non-university qualifications, cadastral data, unemployment data, data on family situations (large family, disability), data from the Municipal Register or data from the Vehicle Technical Inspection (ITV) have also been included.

In terms of the relationship between the Folder and companies, downloading notifications has been identified as the primary functionality. In this way, work is being done on the development of web services for automated access to the consultation and appearance of notifications by companies. However, priority is being given to services aimed at citizens, so the full development of this activity should be assessed in the future.

3.4 Archive System

The [Archive system](#) is a web-based application for the definitive archiving of electronic archives and documents. Its main objective is to ensure that the electronic information stored is authentic, accessible to the relevant users or stakeholders, complete, available *sine die,* and provides the necessary traceability information.

The main advance in the implementation of the Archive system in the public Administrations during the execution of the Third Plan has been the creation of the electronic archive of the Ministry of Finance and the Ministry of Territorial Policy and Civil Service, and the introduction of 10 and 63,000 ENI (National Interoperability Scheme) files, respectively. In addition, the Andalusian Regional Government, the Ministry of Public Works, the Ministry of Industry, and the Cordoba Provincial Council have joined the system.

The creation of the single electronic archive for the entire National Government is pending, and the necessary elements have been developed to make it available. Its final completion will take place with the regulatory implementation of Laws 39 and 40/2015.

The implementation of this commitment has been developed in a participatory manner, in working groups with the Ministries, Autonomous Communities and Local Authorities, via the e-Administration Sectoral Committee.

3.5 Development of the Transparency Law Regulation

The inclusion of this commitment in the Third Plan responds to the proposal made by civil society during the public information process prior to the preparation of the Plan. It aims to develop Law 19/2013, of 9 December, on transparency, access to public information and good governance, limiting concepts, specifying certain provisions, and increasing legal security.

The Regulation will facilitate compliance with the obligations of active publicity and will favour the exercise of the right of access to information by interested parties with the maximum guarantees and always with the aim of ensuring the greatest possible transparency in the actions of the public Administrations.

The draft Royal Decree implementing the Transparency Act has been prepared, taking into account the contributions of civil society during the preliminary consultation and public information processing phases.

The processing has been widely participated with two public information processes in addition to the previous consultation that have resulted in more than a hundred reports with contributions from different sources of civil society and citizens in general.

It has also been informed by the Ministries, the Autonomous Communities and Cities, the FEMP, the Directorate of the Autonomous and Local Legal System, the Office of Coordination and Regulatory Quality, the Spanish Data Protection Agency and the Council for Transparency and Good Governance.

All this has enriched the text in its different versions, with the publication of successive draft regulations and their regulatory impact reports in which a detailed account is given of the procedure followed, the comments received and the way in which they have been taken into account.

The following are some of the novelties that respond to the contributions received:

- In terms of **active publicity:**
  - Aspects related to publication in the Transparency Portal are developed as a point that facilitates access to information, specifying the subjects included in its scope and detailing the sources of centralised information that ensure uniqueness and speed in updating.
  - The periodicity of publication of the information is addressed; it is expected that historical information will be kept published for at least 4 years and the time of publication of information containing personal data is limited.
  - The minimum active publicity obligations are modulated and clarified according to the regulated entities.
  - The criteria for the correct application of the thresholds provided for in the law for the entities receiving subsidies are specified and compliance with certain obligations by the SMEs is facilitated through Administration itself.
  - The provisions of Law 19/2013 on the control functions of the Council for Transparency and Good Governance on active publicity are developed.
  - A mandate is incorporated to facilitate the implementation of the legislative footprint in the Government's policymaking process and another for the assessment of participation in public plans and programmes and their publication in the Transparency Portal.

- In relation to the **Right of Access to public information :**
  - Various provisions are established in order to facilitate and simplify the relationship with the persons concerned, such as the maximum time limit for the referral of the application to the body competent to decide or the need to guide and assist the persons concerned in case of clarification.
  - It is guaranteed that the interpretation of the causes of inadmissibility is restrictive, limiting concepts according to the experience in the application of the law and incorporating the criteria of the Council of Transparency and Good Governance.
  - The limits provided for in the law are applied restrictively, ensuring a justified and proportionate application of them, preventing their automatic invocation and emphasising the need for motivation, taking into account a test of the damage to the interest that is safeguarded and a test of the public or private interest in access.
  - It is envisaged that the AGE's resolutions will be published, after the separation of personal data, duly classified by typology. On the basis of that information, the information that is most relevant to public scrutiny and accountability will be published in a duly systematised and permanently updated manner.

The project is currently in the final stage of processing.

Axis 4. Accountability

As we can see in Figure 9, **94%** -32 activities- of the accountability axis are **fully or partially implemented**:

- **76%** -26 activities- has been **completed.**
- **18%** -6 activities- have been **partially implemented**: 9% with substantial compliance and 9% with limited compliance.

The remaining 6% corresponds to 2 activities not started: 1 activity pending initiation and 1 cancelled.

The level of implementation of the 4 commitments in this axis is shown in Figure 10. A high level of compliance has been achieved with commitments 4.2 "Expansion of the contents of the Economic and Financial Information Centre", and 4.4 "Information on gender violence". Only commitment 4.1 "Promotion of open data as an instrument for open justice" shows a lower level of compliance, although it should be noted that 83%

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of its activities are partially implemented, with substantial or limited compliance. Only one activity has been cancelled (from the Economic and Financial Information Centre), and there is another pending to start (open data from Justice).
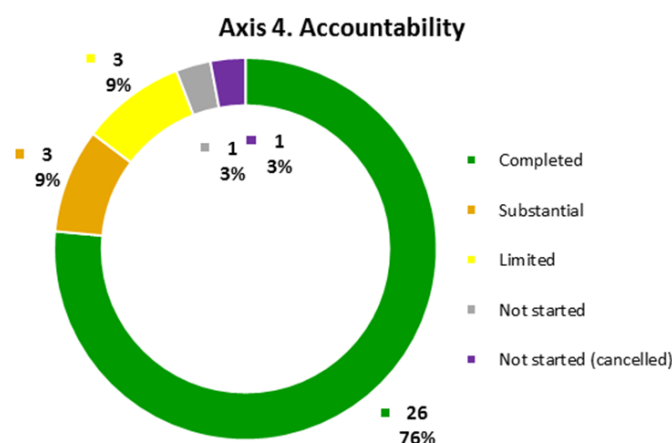
Figure 9: Level of compliance with the accountability axis as of 30 June 2019, the end date of the plan, in number and percentage of activities.

Figure 10: Level of compliance with the accountability axis as of 30 June 2019, the end date of the plan, broken down by commitment, in number and percentage of activities.

A more detailed analysis of the implementation of these commitments is set out below:

4.1 Promoting open data as a tool for open Justice

The inclusion of this commitment is intended to make progress towards a more transparent and accessible Justice system, making its operation more comprehensible and providing citizens with digital services that will facilitate greater access to information when they are involved in legal proceedings.

As a result of the implementation of this commitment, the new versions of the data systems of the different Autonomous Communities have been adapted to the standardised data and work is under way to publish the section on "Transparency and open data" in the General Access Point of the Justice Administration, which will include the open judicial statistics data from the page of the General Council of the Judiciary, reports on electronic communications through Lexnet with judicial bodies, and the annual reports of the Public Prosecutor's Office.

In addition, work is under way on the electronic access service to the electronic court records, as well as on the streaming service for certain court hearings.

4.2 Expanding the contents of the Economic and Financial Information Centre

This commitment aims to maintain a centralised repository of economic and financial information to offer it, in reusable format, to citizens, institutions and businesses.

As a result of its implementation, the Ministry of Finance Portal and the Economic-Financial Information Centre's Data Bank have been improved, incorporating new functionalities and information on budgets, execution, and settlement for all the subsectors of the public Administrations. On the other hand, content and product demands have been analysed, through the analysis of web browsing records and requests for information and comments received by the different channels, in order to design products on the most demanded information matters.

One of the activities has been cancelled. It is the creation of an automatic system of notifications of news from the Information Centre's Data Bank. Its cancellation has been due to the fact that a new version of the data bank is being developed, more complete than the current one, so the notification system will be implemented directly in the next version, in the near future.

4.3 Improving the quality of real estate data through coordination of the Cadastre and Land Registry

The inclusion of this commitment is intended to improve the quality of real estate information, reduce the costs of obtaining such information and the barriers to access to it, and increase legal certainty in real estate traffic.

To this end, the exchange and coordination of data between the Cadastre and the Land Registry have taken place, and the system has been implemented in 40% of the land registries. It is estimated that the implementation in the remaining 60% can be done before 31 December 2019.

4.4 Information on gender-based violence

The aim of this commitment is to improve the system of information and data dissemination regarding violence against women, in order to provide citizens and professionals in the sector with knowledge of its incidence, thus contributing to greater social awareness and facilitating the work of public and private agents involved in the prevention, assistance and eradication of violence against women.

To this end, the available data on different aspects and magnitudes of violence against women have been expanded, and the following data have been included in the monthly and annual statistical bulletins, as well as in the statistical portal: historical data, underage deathly victims, human trafficking, regional resources by Autonomous Community and by province, and other forms of violence against women. In addition, the presentation of data and graphics in the Observatory's annual report has been improved.

On the other hand, several research studies have been carried out to increase the knowledge of this matter, as well as several social awareness campaigns, through social networks and the "LIBRES" App.

Axis 5. Training

As we can see in Figure 11, **97%** -32 activities- of the training axis **is totally or partially executed**:

- **94%** -31 activities- has been **completed.**
- The **3% -** 1 activity - has been **partially executed** with limited compliance.

The remaining 3% corresponds to 1 future activity, starting after June 2019.

The level of fulfilment of the 3 commitments in this axis is shown in Figure 12, where we see that all the activities of commitments 5.2 "Awareness raising and training of civil society" and 5.3 "Education in Open Government" have been completed.
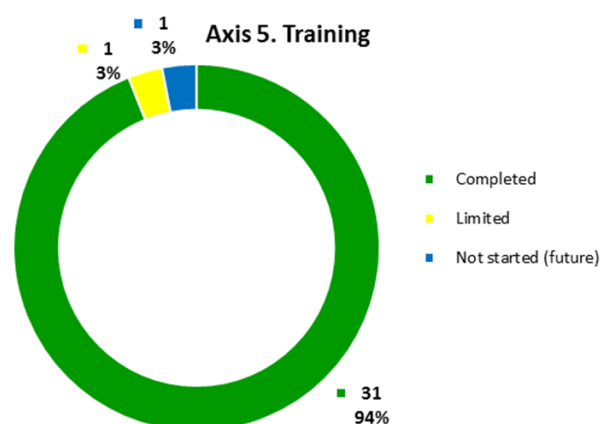
Figure 11: Level of fulfilment of the training axis on 30 June 2019, the end date of the plan, in number and percentage of activities.

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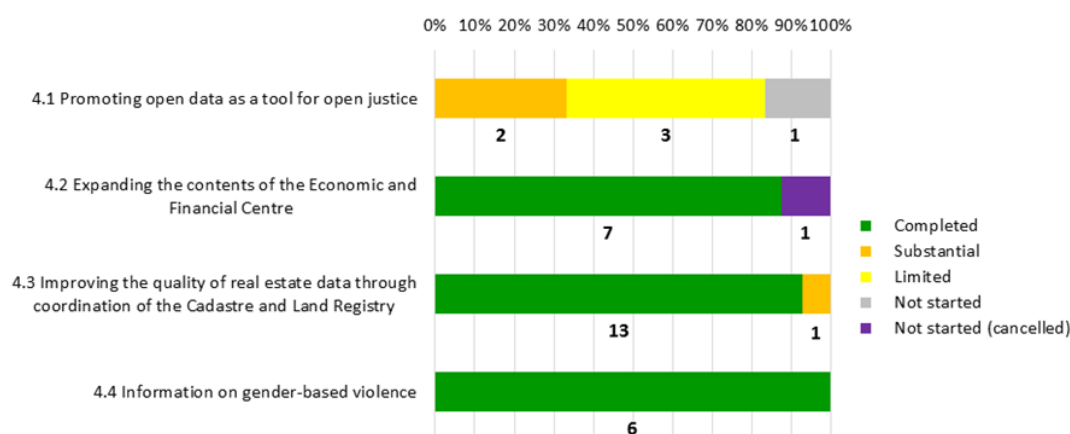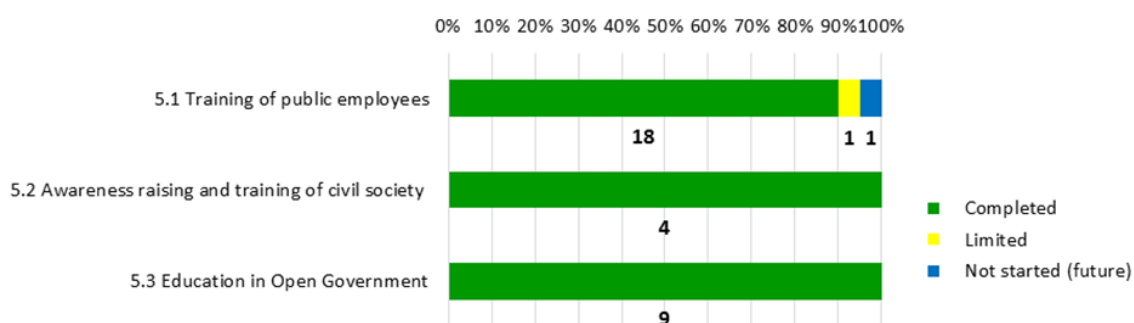
Figure 12: Level of compliance with the training axis on 30 June 2019, the end date of the plan, broken down by commitment, in number and percentage of activities.

A more detailed analysis of the implementation of these commitments is set out below:

5.1 Training of public employees

The objective of this commitment is to train public employees in the principles of open government and to reinforce behaviours in their relationship with citizens based on transparency, accountability and participation. In short, the aim is to spread a culture based on these principles.

To this end, and based on the detection of training needs, identifying specific groups and contents, the training of public employees has been focused from the very moment of their selection, incorporating contents on open government, both in the selective processes for access to public service, and in the training of public employees in active service. In fact, since 2017, 1,745 new AGE civil servants have been trained in the selective courses held in the various bodies and scales. In addition, a training plan for active public employees has been designed and implemented, in which 2,483 public employees have participated, all with the cooperation of the National Institute of Public Administration (INAP, by its initials in Spanish). Through this training plan, developed between 2017 and 2019, a total of 4,228 public employees have been trained, with a volume of 1,655 hours given, distributed in 57 training activities with themes related to the tools, principles, and values of open government.

Among the training activities, those aimed at promoting cascade training of public employees stand out: course on "Training of trainers in open government" (2 editions), seminar-workshop on "Assessment and systematisation of training experiences in open government" and course on "Training for the promotion of open administration". The internal training carried out by different Ministries (5) during this period should be added to this training, carried out in collaboration with the INAP.

On the other hand, activities have been carried out to disseminate training in open government in the Network of Autonomous and Local Schools and Training Institutes,

in the Latin American Congress of Administration for Development (CLAD, by its initials in Spanish) and in various congresses.

The Transparency and Open Government Community is one of the most active communities within the INAP social network, with 935 persons registered, 53 of whom are part of the Alumni Sub-community of Open Government.

In collaboration with the AECID, two seminars have been organized within the "Intercoonecta" programme. They have been held in Colombia and Bolivia in 2018 and 2019, respectively, for the training of educational planners and open government officials from Latin American countries, with the participation of 52 public employees and civil society representatives from 16 Latin American and Caribbean countries. As a result of these seminars, an informal network of experts in open government has been created.

5.2 Awareness raising and training of civil society

One of the objectives pursued with this commitment was to disseminate information to citizens on their rights to transparency and participation in their relations with the public Administrations. This was done by making known the existing mechanisms for participation and collaboration, in order to improve them.

On the other hand, the IRM recommended to develop a campaign to promote the OGP in order to foster greater citizen knowledge of open government policy. To this end, a series of activities has been developed to raise awareness about open government and the Third Action Plan: participation in congresses, conferences and round tables, and the dissemination of information through social networks and the Transparency Portal.

The implementation of this commitment has involved the collaboration of the 3 levels of Administration and civil society.

Worthy of mention is the celebration of the **Open Government Week**, from 7 to 11 May 2018. Spain was the country of the OGP that carried out the most events, with 347 programmed activities that took place in all the Spanish provinces. The AGE, the Autonomous Communities, and the Local Administrations, as well as civil society organisations, collaborated closely in this initiative. It was an example of multilevel collaboration with civil society that served to disseminate the values of open government and bring the public Administrations and citizens closer together.

On the other hand, the project "Open Government in your City" has been carried out, with the celebration of 2 events in March 2019, as a citizen dialogue. The first of these was a debate on "Women, transparency and digital citizenship", organised by the DGGP and the FEMP in the city of Jaen. The second one was a meeting of the Standing Commission of the Open Government Forum with officials from the European Commission and the Permanent Representation of Spain to the EU, where European policies on open government were discussed.

5.3 Education in Open Government

This is one of the commitments in which collaboration between the AGE and the Autonomous Communities has been essential. The aim of education in open government is to foster the development of social and civic skills in children and young people for the exercise of democratic citizenship.

This is a project that has been developed in two successive phases.

Project phases

1. Teacher training phase

In order to carry out the project successfully, the Institute of Technology and Teacher Education (INTEF) of the Ministry of Education and Vocational Training designed a [massive open online course](#) (MOOC) aimed at a broad profile of people interested in education, mainly teachers and, especially, the teachers of the centres that had previously proposed to carry out the pilot experience. The objective of this activity was to train these teachers to acquire the necessary knowledge to transmit the values of open government and to be able to evaluate the internalisation of these values by the students.

Two editions of the MOOC have been held on the INTEF platform, and they have been leaded by the authors of the Guides to Education in Open Government. The first edition, which took place during the 2017-2018 academic year, was attended by 1145 people, of whom 532 were teachers from all the Spanish Autonomous Communities. Of these, 130 carried out all the planned activities and passed the test. In the second edition, during the 2018-2019 academic year, 529 people were registered, of whom 202 were Spanish teachers and 32 finished all the planned activities.

The MOOC materials are published under the *Creative Commons BY SA* licence and are available to any institution wishing to use them.

This massive course has contributed to the development and improvement of digital teaching competence in all areas of the Common Framework for Digital Teaching Competence, especially in the area of information and information literacy, in the area of communication and collaboration, in the creation of digital content and in the area of problem solving. The activities included in the course enabled teachers to achieve competence in browsing, searching and filtering information, data and digital content, enabled them to evaluate information, data and digital content, to share information and content of this nature, to participate as citizens online, to develop digital content and also to acquire skills in innovation and use of this technology in a creative way.

2. Experimental phase in classrooms

During the 2017-2018 academic year, more than 800 secondary school students were trained. Twenty-one centres participated: 20 Secondary Education centres from different Autonomous Communities and one Spanish centre abroad, dependent on the Ministry of Education and Vocational Training, in Lisbon (Giner de los Ríos Centre).

In the 2018-2019 academic year, the experience was extended to other levels of education, this time to Primary Education, Baccalaureate and Official Language Schools. In this academic year, educational projects have been developed in 18 centres: 16 in the Autonomous Communities and 2 abroad: the Spanish Centre in Tangiers (Morocco) and the Spanish Centre in Neuilly-sur-Seine (France).

Parallel to this second edition of experimentation, a seminar-workshop was held in November 2018, organised by the DGGP, in collaboration with the INAP, to assess and systematise the training experiences in open government carried out in the previous course. It was aimed, among others, at teaching staff involved in the Open Government Education project.

During the experimentation phase, the teachers were accompanied and dynamized by the MOOC's leaders. Live virtual coordination meetings were held, in which the teachers presented the reports of their respective projects, that were later shared in the web marathon held on 26 March 2019. Their content is published on INTEF's YouTube channel.

a. Didactic materials

One of the essential elements of this project is the educational resources for students and teachers of different educational stages: The Open Government Didactic Guides.

The Secondary Education and Baccalaureate Guides are structured in 3 sections: a theoretical one, a practical one and a third one that is intended to provide students and teachers with a series of resources to deepen their understanding of open government through electronic media and publications.

The practical content of these guides is aimed at training students to build an open school.

The Primary Education Guide has a different structure, as it is aimed at younger children. It consists of a notebook for teachers and another for students. It has a 10-year-old girl as the main character and different stories are presented by her and her classmates. The aim is to approach the concepts of transparency and innovation, to enter into participation and to work on the principle of collaboration. In order to assimilate all these contents, different exercises and playful activities are developed.

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The three guides are published on the Transparency Portal and on the websites of the Ministry of Education and Vocational Training and INTEF. The guides are available in Spanish and in the four co-official languages of the Spanish State (Catalan, Basque, Galician and Valencian), as well as in English and French.

b. Complementary activities

This experience is completed by the development of a series of complementary activities to classroom education, which seek to bring students and public Administrations closer together for a better understanding of each other. During the celebration of the Open Government Week, Open Days were held both at the AGE and at other levels of Administration. Many of these sessions were attended by students of the open government education project, and they could know the functioning of the public Administrations as well as their Transparency Portals. They learned about what the Administration does for citizens and took part in practical transparency and participation activities on the occasion of their visit.

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5. Peer exchange and learning

Within the framework of the Third Action Plan, Spain has developed the following activities of cooperation, peer exchange and learning in the field of open government:

1. The Sectoral Commission and the Open Government Forum have approved a document of **"Common Position of the Spanish Public Administrations on Citizen Participation"**, in February 2019, which was sent to the "Europe for Citizens" Programme Committee of the European Commission, to contribute to the debate on participation within the EU.

2. The **Community of Transparency and Open Government Practices** of the United Cities and Local Governments (UCLG) global network, developed by the FEMP, has been promoted. As explained above, these activities are part of the commitment 1.3 "Promotion of the Network of Local Authorities for Transparency and Citizen Participation".

3. Commitment 1.4 "Support for open government initiatives abroad" envisages various activities for the development of open government measures in **Honduras, Panama, Equatorial Guinea, Mauritania and Morocco**. Worthy of mention is the technical assistance to Morocco for the drafting of its Open Government National Action Plan and for the development of its Transparency Portal.

4. Commitment 5.1 "Training of public employees" incorporates a training activity in **Spanish Cooperation Training Centres in Latin America**, in which two seminars have been held in 2018 and 2019 on education in open government, with presentations, debates, round tables and teamwork, applying creative and innovative methodologies. The product of this commitment is the creation of an **informal network of experts in open government education**, which aims to extend open government education programmes in the schools of the respective countries.

5. In implementation of commitment 5.2 "Awareness raising and training of civil society", a meeting was held in March 2019 between the members of the Standing Commission of the Open Government Forum and those responsible in the European Commission for transparency and citizen participation policies and members of the Permanent Representation of Spain to the EU, within the framework of the **"Open Government in your City"** programme, to exchange views and discuss Community policies and initiatives in the field of open government.

Furthermore, in the international sphere, the Ministry of Territorial Policy and Civil Service maintains an intense collaboration activity that is expressed not only through its participation in forums and specific working groups on open government, but also through its involvement in **cooperation projects** with different countries, collaborating with the **AECID**.

The collaboration with the Organisation for Economic Co-operation and Development (OECD) is also noteworthy. As a member of the open government expert group, our country collaborated in the development of the Council Recommendation on Open Government, adopted on 14 December 2017, and has worked on the development of the indicators associated with it. Currently, Spain forms part of the Bureau of the **OECD's Working Party on Open Government**.

Spain also participates in the **MENA-OECD Government Programme**, sharing knowledge and experience in the countries of the MENA region (Middle East and North Africa), with the aim of disseminating standards and principles of good governance that support the reform processes in this region.

Within the framework of the **OGP**, Spain participates in the experience exchange programme that includes the organisation of international and regional events, thematic working groups, bilateral exchanges, and webinars. The OGP has a programme of institutional partners including the World Bank, the United Nations Development Programme, the Inter-American Development Bank and the OECD. Membership of the OGP allows Spain to present and disseminate the Government's commitments in an international environment and to access a forum for the exchange of experiences and good practices between governments and civil society, at a global level. It is in this context that Spain participated in the various summits organised by the OGP, the last of which was held in Ottawa between 27 and 31 May 2019. The Spanish experience and lessons learned in the field of open government were explained and the Open Government Education project and associated teaching guides were presented.

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6. Conclusion, other initiatives, and next steps

Once the execution of the Third Spanish Open Government Plan 2017-2019 has been completed, its high level of compliance should be highlighted, with **95% of the activities totally or partially executed**. Only 2% of the activities have been cancelled and the remaining 3% are pending execution, either because the execution has been delayed (2%) or because it was scheduled to begin after June 2019, the end date of the Plan (1%).

It should be noted that the Third Plan has had a positive impact on our country, since it has achieved its three basic objectives, strengthening open government, and evolving towards a model of participatory governance. The contribution of the different commitments to the achievement of these objectives is indicated below:

Objective 1: To strengthen mechanisms for participation and dialogue with civil society, ensuring that open government actions respond to the real needs of citizens.

Participation occurred from the first moment of the Plan's design, in an informal but effective manner. During the execution of the Plan, participation and dialogue mechanisms were institutionalised through a governance model among the public Administrations and civil society.

- The creation of the **Open Government Forum** has contributed unequivocally to the achievement of this first objective of the Plan, since the representatives of public Administrations and civil society debate and deliberate in a situation of parity on matters of open government. Its agile structure and organisation through thematic working groups allows for joint decision-making, ensuring the participation of civil society in public affairs and direct interaction with the ministerial heads of the various commitments. The latter have had the opportunity to report on the implementation of these commitments, providing information on any obstacles they may have encountered throughout their execution.

- The **Transparency Portal's participatory web space on open government** allows citizens to find out the state of progress in fulfilling the Plan's commitments and to contribute their opinions through a simple form. It is a tool that allows the publication of periodic data on the Plan, including the reasons for its delay and next steps in an honest and transparent manner.

- The **diagnosis of participation in different areas of the AGE** has laid the foundations for a future plan to promote such participation. This is a first phase of reflection, which is essential to progress in improving citizen participation in public policy. This commitment is a starting point for improving participation wherever significant opportunities and challenges have been identified: in regulatory processes, in public plans and programmes, through electronic media and social networks, and in consultative bodies, incorporating measures that will make such improvement possible.

- The inclusion of INJUVE's actions in the EU's Structural Dialogue in the Third Plan has boosted the activities of the National Working Group, giving greater relevance to the **participation of young Spaniards** in European public policies.

Objective 2: To ensure inter-administrative cooperation between the different levels of administration (state, autonomous community and local) that promotes joint initiatives of open government in accordance with the reality of the Spanish State:

- The impetus given by the **Sectoral Commission on Open Government** has meant great progress in inter-administrative cooperation and multi-level governance in matters of open government between the different levels of the public Administrations. Cooperation has been evident in the joint organisation of the 2018 Open Government Week or in the implementation of the Education in Open Government commitment. Furthermore, the approval of the common position document on citizen participation between the three levels of administration has made it possible to contribute to the debate on public participation that is taking place within the European institutions.

- The inclusion of **sub-national commitments** in the National Action Plan is an example of inter-administrative cooperation. Thanks to the cooperation between the AGE and the FEMP, open government measures have been promoted at the local level both in our country and internationally, through the actions of the Network of Local Authorities for Transparency and Citizen Participation.

  Furthermore, thanks to cooperation between the AGE and the Region of Murcia, a commitment by this Autonomous Community to participatory budgets has been included in the National Plan.

- **In the international arena**, intense activity has been maintained within the framework of the OECD and technical assistance in open government has been offered to Honduras, Panama, Equatorial Guinea, Mauritania, and Morocco.

Objective 3: To strengthen the foundations of open government and lay the groundwork for action beyond the Third Plan.

- **Transparency** has been strengthened, thanks to the implementation of the Transparency Portal Improvement Plan and the simplification of the Right of Access to public information . In addition, substantial progress has been made in

the regulatory development of the Transparency Law, with the drafting of a Royal Decree, which is currently in an advanced stage of processing.

- The national catalogue of **open data** has increased more than 42% since September 2017.

- Files and notifications from ministerial departments and other public Administrations have been included in the **Citizen Folder**, as well as personal data that allows for the self-generation of certificates.

- Progress has been made in the creation of the AGE's single **electronic archive** and technological development has taken place.

- The **open data on Justice** has been expanded and will be made available to citizens at the General Access Point of the Administration of Justice. Work on access to electronic court records and streaming of certain court hearings is ongoing, although implementation of these activities is being delayed.

- The **Economic-Financial Information Centre's data bank** has been expanded and improved, incorporating new functionalities and information on budgets, execution, and settlement for all the subsectors of the public Administrations to ensure accountability.

- **The exchange and coordination of real state data** between the Cadastre and the Land Registry has taken place, with the system having been implemented in 40% of the land registries. It is estimated that full implementation can be achieved before the end of 2019.

- **Data on various aspects and magnitudes of gender-based violence have been expanded** and included in the monthly and annual statistical bulletins and the statistical portal.

- Various **training and awareness-raising activities on open government** and its values have been carried out for public employees, teachers, and students in primary, secondary, and high school education, and for citizens in general. The inclusion of content on open government in the selection processes for access to public service has had a strong impact in terms of the visibility of open government among applicants for positions in Administration. The Training Plan for public employees has reached groups that occupy strategic positions in public organisations, producing a diffusion effect of the principles of open government in cascade. This has helped to create a culture of open government to achieve a more participatory and more demanding society with the public Administrations.

To give continuity to open government policies, the OGP cycle overlaps the execution of the current Plan with the beginning of the planning of the following Plan. So, since January 2019, work is being done on the **Fourth Open Government Plan**, whose General objectives are as follows:

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- **Promote, strengthen and improve the quality of participation** in public affairs management, allowing citizens to participate in decision-making with the objective of achieving better results and higher democratic quality.

- Deepening **transparency, open data and accountability** in public Administrations, through actions aimed at its improvement and **evaluation of the results of public plans and programs**.

- Build a **public integrity system**, strengthening ethical values and mechanisms to strengthen the integrity of public institutions and trust of citizens.

- **Awareness raising and training of civil society and public employees in open government values**, contributing to the fulfilment of the Sustainable Development Goals of the **2030 Agenda**, to advance towards an inclusive, fair and peaceful society.

These objectives were debated and agreed with public Administrations and civil society representatives, within the Open Government Sectoral Commission and the Standing Commission of the Open Government Forum on February 14, 2019.

In March 2019, the Fourth Plan participatory web space was created to report on it and to promote citizen participation in its design. Taking in considering the lessons learned during the execution of the Third Plan, the information has been **clearly presented**, organized in 3 sections ("What is the Fourth Plan?", "How can I participate?" and "How is it made?"), using **simple language**.

The public consultation period for civil society to contribute took place from March 18 to April 10, 2019. A campaign to encourage participation citizen was carried out on Twitter and Facebook. In addition, dissemination and participation was requested from the different Open Government Forum stakeholders.

130 proposals were received from civil society, which were analysed by the SGGA. They were set out, in general terms, at the meetings of the Forum Working Groups that were held between April and June 2019 and at the meeting of the Inter-ministerial Group of Open Government and Transparency that was held in May 2019. The in-depth debate is pending, because it has been delayed due to the current processes of formation of governments, but workings will be done on it as soon as possible.

Additionally, in June 2018, the Council of Ministers approved the "Action Plan for the Implementation of the 2030 Agenda: Towards a Spanish Strategy for Sustainable Development", which includes the Third Open Government Plan as a **leverage policy for the 2030 Agenda**, due to its contribution to the Sustainable Development Goal 16: "Promote fair, peaceful and inclusive societies".

Following the line set for the implementation of the 2030 Agenda, the AGE will continue working, within the framework of the Fourth Open Government Plan, to advance shaping a new public governance framework and a renewed State architecture that guarantees the **promotion of peaceful and inclusive societies** for sustainable development, **facilitates access to Justice for all** and **creates effective, accountable and inclusive institutions** at all levels.

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Annex I. Implementation tables for the commitments

1.1 Creation of an Open Government Forum			
July 2017- September 2019			
Institution responsible for the implementation	Ministry of Territorial Policy and Civil Service		
Description of the commitment			
What is the public problem that the commitment addresses	Lack of a space for dialogue between representatives of the public Administrations and civil society, in which to follow up on the Third Open Government Plan and debate and adopt agreements on open government.		
What is the commitment?	To formally constitute a multi-stakeholder forum as a structured space for consultation and debate, linked to the Sectoral Commission on Open Government, made up of representatives of the three levels of public Administrations (General State, Autonomous and Local Administrations) and representatives of civil society, in order to be informed and debate the monitoring and assessment of the Third Open Government Plan, promote proposals for open government beyond the plan, exchange good practices and disseminate information on the activities and results of the forum.		
How will it contribute to solving the problem?	To constitute a common participatory space with representation of the different stakeholders in the development of open government by identifying the key stakeholders who will represent civil society and who will participate, together with the representatives of the intergovernmental group (Sectoral Commission on Open Government) in the activities related to the Third Spanish Open Government Plan and other open government measures.		
Why is it relevant to OGP values?	The implementation of this commitment strengthens **public participation** by creating and enhancing opportunities and capacities for the public to influence decision-making and monitor the development of the Plan. The implementation of this commitment creates favourable conditions for civil society and public sector representatives to discuss any issue that promotes and strengthens open government.		
Additional information			
Level of compliance	Not started	Limited	Substantial	Complete
				X
Description of results	On 20 February 2018, Order HFP/134/2018 of 15 February was published in the Official State Gazette, creating the Open Government Forum, with the aim of institutionalising collaboration and strengthening permanent dialogue between the public Administrations and civil society in matters related to collaboration, transparency, participation, and accountability. The Forum has 64 members, plus the Presidency: 32 representing the public Administrations and 32 representing civil society. It was formally constituted on 10 May 2018 and meets periodically in the form of a Plenary, Standing Commission and Working Groups. The Forum has become the main space for civil society participation in matters of open government, both in the definition of the goals to be achieved and in the monitoring and assessment of the degree of compliance with the commitments assumed by Spain through the open government plans.		

	The information notes of all the meetings of the Forum are published in the Transparency Portal. The Forum has met once in Plenary, three times in Standing Commission and 19 times in working groups. The report on the Forum's performance can be found in Annex III. The only activity that has been cancelled has been to take note of the IRM's mid-term assessment report, since the IRM no longer produces this report, but rather does a design report of the plan.
Next steps	The formal creation of the Forum by ministerial order has provided legal certainty to its operation and guaranteed continuity over time, making it an ideal framework for the design, monitoring and assessment of new open government policies.

Milestone status	Start date	End date	Level of compliance
1. Identification of the key stakeholders who will be part of civil society group and first contact with new actors.	July 2017	September 2017	Complete
2. Constitution of the Open Government Multi-Sectoral Forum.	October 2017	November 2017	Complete
3. Constitutive meeting of the forum.	November 2017	December 2017	Complete
4. Debate on organisation and functioning.	November 2017	December 2017	Complete
5. Creation of working groups or specific forums for the monitoring of the commitments of the Third Plan.	December 2017	June 2019	Complete
6. Holding of follow-up meetings of the plan of the Plenary and of the working groups.	November 2017	June 2019	Complete
7. Periodic information to civil society on the degree of fulfilment of the plan goals.	January 2018	June 2019	Complete
8. Consultations with civil society on the progress of the plan.	June 2018	June 2019	Complete
9. Debate on the mid-term self-assessment	July 2018	September 2018	Complete
10. Acknowledgement of the IRM's mid-term assessment of compliance with the plan.	February 2019	February 2019	Not started (cancelled)
11. Debate on the final self-assessment	July 2019	September 2019	Not started (future)
12. Acknowledgement of the IRM's final assessment of compliance with the plan.	February 2020	February 2020	Not started (future)

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13. Assessment of the functioning of the Forum.	June 2019	June 2019	Complete
Contact information			
Institution responsible for implementation	Ministry of Territorial Policy and Civil Service General Directorate for Public Governance.		
Other stakeholders involved	Ministries, departments, institutions.	Representatives of the AGE, Autonomous Communities and FEMP	
	CSOs, private sector, multilateral organisations, working groups	Non-profit associations and foundations, the Royal Academy of Moral and Political Sciences, University professors and lecturers, the Council of Consumers and Users and the Third Sector Platform.	
Additional information			

1.2 Sectoral Commission on Open Government

Start and end date: March 2017- June 2019

Institution responsible for the implementation	Ministry of Territorial Policy and Civil Service

Description of the commitment	
What is the public problem that the commitment addresses	Although in recent times strategies have been developed to promote citizen participation rights, transparency, access to information and good governance in the area of the AGE, Autonomous Communities and Local Authorities, so far there has been no cooperative body between the different levels of public Administrations for matters related to the principles of open government.
What is the commitment?	On 6 March 2017, the Sectoral Commission on Open Government was created, whose functioning is considered appropriate to be promoted as a space for dialogue and ongoing debate among the different public Administrations, for the exchange of experiences. The aim is to consolidate this intergovernmental body by jointly adopting organisational and operational rules and holding periodic meetings to allow for discussion, exchange of experiences, development, and follow-up of joint initiatives, within the framework of inter-administrative cooperation in open government.
How will it contribute to solving the problem?	Establishment of a stable multilevel inter-administrative network, with representatives of the AGE, Autonomous Communities and Local Authorities, to create a collaborative space for multilevel cooperation in which to work on identifying problems and seeking solutions, exchanging experiences and good practices, and developing joint projects and initiatives in the areas of transparency, participation, accountability and other issues of open government, aimed at improving public services and developing citizens' rights.
Why is it relevant to OGP values?	The commitment is relevant to the values of the **open government** as a whole since it consists of promoting inter-administrative collaboration in matters of open government.
Additional information	

Level of compliance	Not started	Limited	Substantial	Complete
				X

Description of results	The Sectoral Commission has promoted the project of education in open government and the activities of the Open Government Week, has approved the document "Common Position of the Spanish Public Administrations on Citizen Participation" and the framework document for the drafting of the Fourth Open Government Plan. The assessment report on cooperation in open government can be found in Annex IV. The activity referred to in this report is not considered complete because it also implies its approval by the Sectoral Commission, which will take place outside the period of execution of the Third Plan.

Next steps	Promote leadership in the coordination of open government policies with other public Administrations, through the Public Administrations Sectoral Conference.

Milestone status	Start date	End date	Level of compliance
1 Sectoral Commission on Open Government Constitution.	March 2017	March 2017	Complete
2. Drafting of organisational and operational rules.	July 2017	September 2017	Complete
3. Approval of organisational and operational rules.	September 2017	November 2017	Complete
4. Design of a participation system that allows the holding of meetings and remote interaction.	September 2017	September 2017	Complete
5. Creation of working groups.	September 2017	June 2019	Complete
6. Participation in meetings of the multi-stakeholder forum on Open Government.	December 2017	June 2019	Complete
7. Approval of joint initiatives on open government.	July 2017	June 2019	Complete
8. Drafting and approval of the balance report on cooperation in Open Government.	January 2019	June 2019	Complete

Contact information		
Institution responsible for implementation		Ministry of Territorial Policy and Civil Service General Directorate for Public Governance
Other actors involved	Ministries, departments, institutions.	Representatives of the AGE, Autonomous Communities and FEMP
	CSOs, private sector, multilateral organisations, working groups	

Additional information

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1.3 Promotion of the Network of Local Authorities for Transparency and Citizen Participation	
Start and end date: January 2017- November 2019	
Institution responsible for the implementation	Spanish Federation of Municipalities and Provinces (FEMP, by its initials in Spanish)
Description of the commitment	
What is the public problem that the commitment addresses	Lack of a space for articulation between local governments to build institutional strategies for transparency and promotion of citizen participation that are more homogeneous, simple and efficient for citizens.
What is the commitment?	Promote consolidation and operation of the Network of Local Authorities for Transparency and Participation as an instrument for: - Piloting the evolution of traditional local citizen participation policies towards open government policies. - Generate an exchange framework that allows the FEMP to represent, in a sustained and specialised manner, the local administration in the construction of the country's overall open government strategy and facilitate the deployment of the purposes of other governments (Autonomous Communities) with the aim of achieving the maximum social impact.
How will this contribute to solving the problem?	1. Promoting the progress of effective policies of transparency, participation, and citizen collaboration of Spanish local authorities as a whole to achieve stable frameworks of coexistence and favouring the economic and social development of the territories. 2. Facilitating the exercise of the rights of access to information and of citizen and society participation at local level, seeking involvement and commitment to public action. 3. Reinforcing and increasing the confidence of citizens in local governments, assuming good governance commitments and exemplary practices in the areas of accountability, participation in decision-making and in the design and assessment of public services. 4. Creating a Community of Practice in the framework of the world organisation of local representation, United Cities and Local Governments (UCLG), to develop a strategy for the definition and implementation of open government policies at local level in different regions of the world.
Why is it relevant to OGP values?	The commitment is relevant to **transparency, public participation and accountability**, since actions in these three areas will be promoted in the local authorities: open data strategy, publication of good practices, etc.
Additional information	

Level of compliance	Not started		Limited		Substantial	Complete
					X	

Description of results	The Network has been consolidated during the implementation of the Third Plan, with activities aimed at promoting open government at the local level through various instruments, such as the development of an integrity guide in local public procurement, an open data guide, a guide to procedures for access to local public information, a book with comments on key aspects of access to public information, a publication on participatory governance and the creation of a bank of good practices. On the other hand, the FEMP has promoted the approval and consolidation of a Community of Practice on Transparency and Open Government at a global level within the world network of United Cities and Local Governments (UCLG), which has made open government policies a priority within UCLG. The only activity cancelled was a biennial congress on open government at the local level. However, the inclusion of open government issues in the Network's general assemblies held during the implementation of the Third Plan should be highlighted, as well as the Network's participation in national and international events on this topic. Therefore, the FEMP considers that the Network is prepared to organise this congress within the framework of the Fourth Plan.
Next steps	To continue the work of promoting open government in local authorities, both nationally and internationally. Biennial congress of open government at the local level.

Milestone status	Start date	End date	Level of compliance
1. Consolidation of the Transparency and Participation Network			
1.1. Dissemination actions	June 2017	June 2019	Complete
1.2. Participation in forums and specialised groups	June 2017	June 2019	Complete
1.3. Meetings of operational bodies of the Network (quarterly Government Council meetings and Annual Assembly of Partners)	March 2017	June 2019 (mistake in the plan's date)	Complete
1.4. Annual follow-up studies on the implementation of Law 19/2013 in local authorities.	January 2017	June 2019	Complete
1.5. Follow-up and surveillance of the needs and progress of local authorities on OG policies.	September 2017	June 2019	Complete
1.6. Communication channel of the Network	Started	June 2019	Complete
2. Advice to local authorities			
2.1 Implementation and dissemination of the consultation mail redtransparencia@femp.es	Started	June 2019	Complete

2.2. Agreements with collaborating partners (control bodies, civil organisations, territorial federations, etc.)	Started	June 2019	Complete
2.3. Development of the "Local Transparency Portal" agreement signed with the Ministry of Finance and Public Function.	September 207	June 2019	Complete
3. Awareness rising of citizens			
3.1. Detection of experiences or programmes of local authorities for the dissemination in the educational, business, or social field of the right of access to public information and the use of open data.	December 2017	June 2019	Complete
3.2. Definition and implementation of a policy of recognition of good practices in open government of Local Authorities.	September 2017	June 2019	Complete
3.3. Collaborations with university research groups to identify key elements and formulas for communicating the OG's principles to citizens.	June 2017	June 2019	Complete
3.4. Presentation of the Network's products and activities in public and private study centres specialised in training public executives.	January 2018	March 2019	Complete
3.5. Biennial congress on OG at local level.	Started	June 2019	Not started (cancelled)
4. Education (training)			
4.1. Incorporation of OG issues in the Training Plan for local employees of the FEMP.	Started	June 2019	Complete
4.2. Incorporation of OG issues in the Training Plan for elected officials of the FEMP.	Started	June 2019	Complete
4.3. Development of training actions with other instances (CTBG, etc.).	Started	September 2017	Complete
5. Exchange and joint creation of tools.			
5.1. Drafting of a standard Regulation on Citizen Participation.	Started	December 2017	Complete
5.2. Drafting of a Help Guide for the promotion of the opening of Data by the Local Authorities.	Started	June 2018	Complete
5.3. Drafting of a shared Data Bank of interpretative criteria of the Transparency Law.	Started	December 2017	Complete

5.4. Promotion and development of the Good Local Government Code.	Started	June 2019	Complete
5.5. Tools for individual participation	October 2017	Oct/Nov 2019	Complete
5.6. Project for the improvement of the transparency portal of the Local Administration in collaboration with the General Secretariat of Digital Administration	Started	June 2019	Complete
6. International Community of Practices (in the framework of UCLG)			
6.1. Approval of the Community of Practice	October 2017	October 2017	Complete
6.2. Constitution of the Community of Practice	January 2018	February 2018	Complete
6.3. Dialogue Open Government Partnership	January 2018	Oct/Nov 2019	Complete
6.4. Urban Glass Latin America Project	January 2018	Oct/Nov 2019	Complete
6.5. Exchange of international experiences	March 2018	March 2019	Complete
6.6. Seminars and dissemination events	June 2018	June 2019	Complete

Contact information		
Institution responsible for implementation		FEMP Network of Entities for Transparency and Citizen Participation
Other actors involved	Ministries, departments, institutions.	Ministry of Territorial Policy and Civil Service Local Authorities
	CSOs, private sector, multilateral organisations, working groups	University Collaborating partners and observer partners of the Network UN-Habitat/ CGLU/SEGIB Transparency International
Additional information		

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1.4 Support for open government initiatives abroad	
Start and end date: February 2016- June 2019	
Institution responsible for the implementation	Spanish Agency for International Development Cooperation (AECID), Ministry of Foreign Affairs, EU, and Cooperation.
Description of the commitment	
What is the public problem that the commitment addresses?	**1) Honduras:** lack of planning processes based on the demand of the needs of the citizens and subsequent accountability for the expenditure of public resources. **2) Panama:** need to develop a plan for corporate social responsibility and human rights, to achieve the SDG. **3) Equatorial Guinea:** need for effective constitution and adequate operation of the National Institute of Statistics of Equatorial Guinea (INEGE) **4) Mauritania:** need to improve the performance of the National Human Rights Commission (CNDH) in the promotion and protection of human rights in Mauritania, in view of the deficiencies in rural development, food safety, health, children's rights, women's rights and the rights of persons deprived of their liberty. **5) Morocco:** commitment to reforming the Public Administrations and creating mechanisms for citizen participation.
What is the commitment?	**1) Honduras: Open government** **-Honduras' comprehensive policy of transparency, probity, and ethics** - The Public Prosecutor's Office will be supported in strengthening mechanisms for citizen complaints and the Citizens' Council. - With the Superior Court of Auditors, it will support the strengthening of the bodies responsible for contributing to the implementation of institutional internal control and for carrying out internal and external audits in the justice sector. - Establishment of the Justice Observatory. - Elaboration of 3 surveys on citizen perception and user satisfaction. **-Transparency in the municipalities** Training to the communities on the protocols of Participatory Budgeting and Social Audit. **2) Panama: Corporate Social Responsibility and Human Rights** Support to the Panamanian government in the design and drafting of the National Plan on Corporate Social Responsibility and Human Rights for the Republic of Panama. **3) Equatorial Guinea: Improvement of the statistical system** Support for statistical, information and data collection systems to improve situation diagnoses and establish baselines for the design and monitoring of effective and results-oriented inclusive public policies. **4) Mauritania: Human rights** The actions will be aimed at achieving the following results: R1. The CNDH has a well-organised, coordinated, and active structure capable of responding effectively to the needs of promoting and protecting human rights. R2. The culture of human rights is disseminated in Mauritania and enables the work carried out by civil society organisations and the country's authorities in the field of human rights to be improved thanks to the promotional activities coordinated by the CNDH. R3. Cases of human rights violations are reported, dealt with, and followed

	up by the CNDH in a more extensive, effective, and accessible manner for all strata of the Mauritanian population. R4. The project is organised, coordinated, executed, monitored, externally evaluated, and financially audited. **5) Morocco: Consolidation of democratic processes and the Rule of Law** Support to public institutions in the implementation of their public policies and strategies in various fields and with the approach of facilitating the protection and promotion of human rights and access to quality and inclusive services.

How will this contribute to solving the problem?	**1) Honduras: Open Government**
	With the implementation of these actions, the mechanisms of control and accountability in the area of justice will be strengthened and, at the municipal level, transparency and participation will be promoted.
	2) Panama: Corporate Social Responsibility and Human Rights
	Having a National Plan for Corporate Social Responsibility and Human Rights which defines the lines of action aimed at seeking solutions contributes to making both public and private institutions socially responsible.
	3) Equatorial Guinea: Improvement of the Statistical System
	It seeks to have a more open Government in Equatorial Guinea for the following aspects:
	   • Strengthening the National Statistical System of Equatorial Guinea.
	   • Strengthening of the operability of the INEGE.
	   • Improvements in the technical capacities of INEGE personnel.
	4) Mauritania: Human rights
	Improve the capacities of the CNDH staff and the elected members of its structure to reinforce transparency in their actions and that this results in an improvement in the quality of the service that citizens receive.
	5) Morocco: Consolidation of democratic processes and the Rule of Law
	Progress will be made in the process of democratic consolidation in Morocco.

Why is it relevant to OGP values?	The commitment is relevant to **transparency, public participation, and accountability**, since actions in these three areas will be promoted in the different countries with which cooperation will be carried out.
Additional information	

Level of compliance	Not started	Limited	Substantial	Complete
			X	

Description of results	**1) Honduras:** - Development of mechanisms for citizen complaints to the Public Prosecutor's Office: The Public Prosecutor's Office has focused more on strengthening its capacities, both in terms of staff and equipment, although mechanisms have also been implemented to encourage complaints by women victims of violence, such as the Specialised Comprehensive Care Modules and the incorporation of some Gesell chambers, which have taken up a large part of the budget. The preparation of protocols has been left for

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the end of the project, and the Terms of Reference for the preparation of citizen complaint mechanisms have been approved. It was put out to tender but finally it could not be tendered due to the lack of bidders.

- Strengthening of the Citizens' Council of the Public Prosecutor's Office: the activity has been cancelled, due to operational inactivity. The Citizens' Council of the Public Prosecutor's Office is made up of the highest institutional and organisational representatives, so it is difficult for it to meet in full. Support has been provided to strengthen its planning and equipment capacity, but in the end it carries out awareness-raising work on the work of the Public Prosecutor's Office, instead of being a consultative body to adapt the institution to society's needs.

- Strengthening of the control of the Honduran Public Administrations, through internal and external audits: the Superior Court of Auditors has been provided with tools.

- Creation of the University Observatory of Criminal Justice: approved in June 2019 by the Governing Council of the National Autonomous University of Honduras, housed within the University Institute for Peace, Democracy and Security.

- Preparation of citizen perception and user satisfaction surveys: activity delayed due to failure of the survey company's recruitment process. In September 2018, a new recruitment process was launched. Finally, in 2019 the contract for the second survey was formalised, the data has already been collected and work is under way to analyse it for subsequent publication.

- Protocol on participatory budgets and social auditing: both protocols have been drawn up and piloted in 3 communities.

2) Panama:

Technical support has been provided for the preparation of the draft Corporate Social Responsibility Plan, which was carried out by the Spanish company FORETICA, contracted by AECID. There were delays in the tenders, which is why the activities were delayed, but have been successfully completed, with the presentation of the draft Plan on 15 April 2019 by the Minister of Trade and Industry of Panama of the previous administration. At present, the National Plan for Corporate Social Responsibility and Human Rights has been endorsed by the new Panamanian government, which left the polls on 1 July 2019. The new Minister of Commerce and Industry, Ramón Martínez, will make it official, with the appropriate government mechanism, in the short term.

3) Equatorial Guinea:

In October 2018, a subsidy was granted for the participation of INEGE officials in on-line training courses and for 2 study visits to Spain (lasting one week) of 3 or 4 INEGE officials, to train them in the process of preparing the household survey and business census.

INEGE participated with 15 people in 4 on-line courses organised by the Spanish INE/CEDDET from October to December 2018:

1. User-oriented statistical communication.

2. Surveys of living conditions.

3. Labour statistics.

The first study visit to Spain has been scheduled for October 2019, for availability purposes of the Spanish INE.

The practical training activity in statistical sciences was cancelled and removed from the AECID grant, due to lack of availability of the Spanish INE.

4) Mauritania:

The various activities provided for in the Plan for the Promotion and Protection of Human Rights in Mauritania have been carried out.

5) Morocco:

A number of seminars, workshops and technical assistance visits have been made to the Ministry of the Civil Service and the Modernisation of the Moroccan Administration in the areas of open government, e-government, access to information, the fight against corruption and human resources management. The closing ceremony of the project took place in January 2019 in Madrid, with the participation of the Minister of Territorial Policy and Civil Service of Spain, Meritxell Batet, and the Minister of Administration and Civil Service Reform of Morocco, Mohammed Benabdelkader. An assessment of the project was made, with the following milestones related to the Spanish support: preparation of the Drafting of the Law on Digital Administration of Morocco, preparation of Decree no. 2.17.635 on the organisation of unified competitions for the recruitment of common employees in the administrations, preparation of the Open Government National Action Plan and preparation of the Transparency Portal of Morocco.

In addition, various activities have been carried out to consolidate the mechanisms for citizen participation in the municipalities of Tangier, Tétouan, Al Hoceima and Oujda, through the joint action plan to support the bodies for parity, equal opportunities and gender focus and to promote the participation of young people in the planned local mechanisms: training of local actors on participatory democracy, workshops for the dynamization of spaces for citizen participation and equality instances, study on the practical application of constitutional provisions on participatory democracy, round tables on the role of women in local public management, etc.

Next steps	Continue international cooperation on open government.			
Milestone status		Start date	End date	Level of compliance
1. Honduras: Open government				
Drafting of mechanisms for citizen denouncements directed to Public Ministries Product: Institutional portals with spaces for complaints		June 2017	November 2018	Limited
Strengthening of the Citizen's Council of the Public Ministry Product: Strategic Plan for the socialisation of the competences and services of the Public Ministries		June 2017	September 2017	Not started (cancelled)
Strengthening internal control and internal and		June 2017	November	Complete

external audits Product: Public communications-COCOIN		2018	
Creation of the Justice Observatory	June 2017	October 2017	Complete
Drafting of 3 surveys on citizen perception and user satisfaction Product: Tabulated surveys	June 2017	November 2017	Limited
Drafting of a Protocol on Participatory Budgeting and Social Auditing in the Municipalities (local governments) Product: Participatory Budgeting Protocol	June 2017	December 2017	Complete
Pilot for the creation of Participatory Budgets in 3 Communities. Product: Approved Participatory Budgets Municipal Corporations	January 2018	December 2018	Complete
Pilot project for the execution of social audits in three Communities in Honduras by the Citizens' Commissions for Transparency. Product: Social audits	June 2017	January 2018	Complete
2. Panama: Corporate Social Responsibility and Human Rights			
Technical support for the awareness raising, education, and training of the Committee in charge of leading the process of drafting the National Plan and providing it with methodological tools for the participation of the actors involved.	September 2017	June 2018	Complete
Technical accompaniment during the work process of the thematic tables by subjects of the ISO 26000, which will be constituted for the drafting of the Plan.	September 2017	June 2018	Complete
Specialised technical support for the facilitation and training in training workshops that allow favouring and facilitating the consultation process for the involved actors.	September 2017	June 2018	Complete
Technical assistance for the drafting of the National Plan for CSR and Human Rights, which will be approved by the Panamanian Government.	September 2017	December 2018	Complete
3. Equatorial Guinea: Improvement of the statistical system			
R1. Improve the technical capacities of the staff of the National Institute of Statistics of Equatorial Guinea R1A1. Specific online courses. R1A2. Two online courses: One on Basic Statistics and the other on Probability and Statistical Inference. R1A3. Two Study Visits to Spain.	May 2017	April 2018	Substantial

R1A4. Online technical advice from the INE to the INEGE. R1A5. Support for the work of the INEGE for the preparation of the Household Survey and the Business Census.			
R2. Once the personnel has been trained, with the appropriate knowledge, they will return to the operation of the INEGE R2A1. Practical training on Statistical Sciences.	May 2017	April 2018	Not started (cancelled)
4. Mauritania			
Organisation of two international thematic seminars on gender equality and land ownership and tenure.	October 2017	October 2017	Complete
Organisation of round tables on the transposition of international human rights commitments into national law	June 2017	August 2017	Complete
Production of two thematic reports on the situation of women's rights and access to land	June 2017	October 2017	Complete
Collection of complaints in the nine districts of Nouakchott	June 2017	October 2017	Complete
Editing of the CNDH's annual human rights report	November 2017	December 2017	Complete
Technical support from a Spanish ombudsman/regional mediator.	November 2017	November 2017	Complete
External final assessment	January 2018	February 2018	Complete
External final audit	February 2018	February 2018	Complete
5. Morocco			
Technical assistance to the Ministry of Public Administration and Modernisation of Administration on issues of: open government, e-government, access to information, anti-corruption, and human resources management. Product: Recommendations documents for the Statute of the Public Function	February 2016	December 2018	Complete
Support for the consolidation of mechanisms for citizen participation in the communes of Tangier, Tétouan, Alhucemas and Oujda Products: Recommendations documents for the development of community action plans and the implementation of the Instances of Equity, Equal Opportunities and Gender Focus	January 2015	December 2018	Complete

Contact information		
Institution responsible for implementation		AECID
Other actors involved	Ministries, departments, institutions.	**1) Honduras:** Public Prosecutor's Office, Superior Court of Auditors, Association of Municipalities **2) Panama:** Ministry of Trade and Industry, Ministry of Foreign Affairs **3) Equatorial Guinea:** INEGE **4) Mauritania:** CNDH and Directorate of the Investigative Police Force **5) Morocco:** Ministry of the Civil Service and Modernisation of the Administration (Morocco) and Ministry of Territorial Policy and Civil Service (Spain)
	CSOs, private sector, multilateral organisations, working groups	**1) Honduras:** Public Ministry's Citizens Council, Municipal Citizens Transparency Committees **2) Panama:** Public and private institutions and CSOs linked to Corporate Social Responsibility. **3) Equatorial Guinea:** FIIAPP, INE, CEDDET, World Bank **4) Mauritania:** Mauritanian CSOs defending human rights, Mauritanian population in general. **5) Morocco:** Associations of Human Rights, Social Development and Women's Rights of the provinces of Tangier, Tétouan, Al Hoceima and Oriental, Espace Associatif of Morocco, Oxfam, Movement for Peace, Nova-Centre per a la Innovació Social, Medicus Mundi
Additional information		

Self-assessment report of the Third Open Government Action Plan

2.1 Participatory web space on open government	
Start and end date: July 2017- June 2019	
Institution responsible for the implementation	Ministry of Territorial Policy and Civil Service
Description of the commitment	
What is the public problem that the commitment addresses?	There was no space to offer follow-up information on the government plans open during their execution period, so citizens were not aware of the progress of the commitments and could not participate by giving their opinion on them.
What is the commitment?	Improve communication and dialogue through the publication of information and the creation of a common space for monitoring and participation in the development of the Open Government Action Plan.
How will this contribute to solving the problem?	Implementation of a web space in the Transparency Portal that allows for the monitoring of the Third Open Government Plan using a scorecard with information on the status of the commitments and a space that allows for consultation, participation of stakeholders and the collection of their contributions on the implementation of its main milestones or activities. In addition, this space will have a public system to ask direct questions to the different people responsible for each measure. Both the questions and the answers will be published, making them visible to citizens.
Why is it relevant to OGP values?	The commitment is relevant in terms of **transparency**, since all the monitoring information on the activities of the Third Plan will be published quarterly, in detail and with graphics that will make it easy to see the state of progress of the plan and its commitments. It is also relevant to public **participation** since it will allow citizens to make contributions and comments on the commitments during their implementation.
Additional information	

Level of compliance	Not started	Limited	Substantial	Complete
				X

Description of results	In December 2017, the participatory web space on open government was created in the Transparency Portal, where the progress of the commitments of the Third Plan is published on a quarterly basis. Monitoring indicators have been established, depending on the state of implementation (completed, late-completed, in progress, not started, future or cancelled activity), which are represented by different colours to facilitate visual identification of the progress of each activity, commitment and of the Plan as a whole. The information is shown in tables, with the state of progress and detail of each activity, accompanied by graphs of general progress of the plan, of the commitments grouped by axis and of each of the commitments. In addition to providing all the quarterly progress information, the participatory web space has a section for the submission of comments by civil society, which is easily accessible through a clickable button that gives access to a simple form.

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Next steps	Use simple language that is close to the citizens in the publication of information on the commitments and encourage participation, so that the citizens are involved in their follow-up.

Milestone status	Start date	End date	Level of compliance
1. Design of the web space for participation in Open Government Plan.	July 2017	December 2017	Complete
2. Development of the web space.	December 2017	June 2018	Complete
3. Design and creation of accounts on social networks.	September 2017	April 2018	Complete
4. Pre-production launch. Tests.	July 2018	August 2018	Complete
5. Dissemination between the units responsible for open government and training of users.	September 2018	October 2018	Complete
6. Production launch.	October 2018	October 2018	Complete
7. Monitoring of the compliance of the plan with the participation of civil society.	November 2018	June 2019	Complete

Contact information		
Institution responsible for implementation		Ministry of Territorial Policy and Civil Service General Directorate for Public Governance.
Other actors involved	Ministries, departments, institutions.	Ministerial departments, Autonomous Communities and FEMP.
	CSOs, private sector, multilateral organisations, working groups	CSOs, Consumer and User Organisations, representatives of the academic world and the Third Sector Platform.
Additional information		

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2.2 Observatory on participation (diagnostic phase and recommendations)

Start and end date: July 2017- March 2019

Institution responsible for the implementation	Ministry of the Presidency, Relations with the Courts and Equality and Ministry of Territorial Policy and the Civil Service.

Description of the commitment

What is the public problem that the commitment addresses?	There is a wide variety of forms of participation in the AGE, but the following aspects are still unknown: their effectiveness and the extent to which the views of citizens or their representatives are taken into account in the formulation of regulations, the design and implementation of public policies, and the delivery of public services.
What is the commitment?	Carry out a four-fold diagnosis of participation in the AGE, in order to identify good practices and areas for improvement, for the development of effective participation strategies. 1. In advisory bodies. 2. In the development of regulations. 3. In plans and programmes. 4. Through electronic media and social networks.
How will this contribute to solving the problem?	To know the degree of participation of civil society in public affairs and the degree of effectiveness of existing participation mechanisms. This is a first phase of diagnosis and recommendations that in the future could lead to the configuration of an observatory on participation with broader and more inclusive objectives.
Why is it relevant to OGP values?	The main value reinforced by this commitment is that of **participation** since the implementation of the recommendations obtained as a result of the diagnosis will allow for more effective participatory processes.
Additional information	

Level of compliance	Not started	Limited	Substantial	Complete
				X

Description of results	A diagnosis of citizen participation has been made in four areas of the AGE: 1. In advisory bodies. 2. In the development of regulations. 3. In plans and programmes. 4. Through electronic media and social networks. There were delays in the execution of the field work which led to the extension of the deadlines for completion, which was reflected in the update of the Third Plan in June 2018, which was duly reported to the OGP. In March 2019, the results were delivered, with corresponding recommendations to improve participation in each field studied. The results are pending presentation to the Sectoral Commission and the Plenary of the Open Government Forum, which will be held at its next meetings. They have been presented at the meeting of the Working Group on Collaboration and Participation on 7 June 2019.
Next steps	Apply the recommendations from the diagnostic phase.

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Milestone status	Start date	End date	Level of compliance
1. Diagnostic Study on Advisory Bodies in the AGE (CEPC)			
a. Description of the participation situation.	July 2017	March 2019	Complete
b. Design of a methodology for the assessment of participation.	July 2017	March 2019	Complete
c. Field work.	July 2017	March 2019	Complete
d. Diagnostic report of the situation.	July 2017	March 2019	Complete
e. Recommendation guide.	July 2017	March 2019	Complete
2. Diagnostic study on participation in the public information process, in the process of drafting regulations in the AGE's sphere (Under-Secretariat of the Ministry of the Presidency, Relations with the Courts and Equality):			
a. Description of the participation situation.	July 2017	March 2019	Complete
b. Design of a methodology for the assessment of participation.	July 2017	March 2019	Complete
c. Field work.	July 2017	March 2019	Complete
d. Diagnostic report of the situation.	July 2017	March 2019	Complete
e. Recommendation guide.	July 2017	March 2019	Complete
3. Diagnostic study on participation in public plans and programmes in the AGE (General Directorate for Public Governance of the Ministry of Territorial Policy and the Civil Service)			
a. Description of the participation situation.	January 2018	March 2019	Complete
b. Design of a methodology for the assessment of participation.	January 2018	March 2019	Complete
c. Field work.	January 2018	March 2019	Complete
d. Diagnostic report of the situation.	January 2018	March 2019	Complete
e. Recommendation guide.	January 2018	March 2019	Complete
4. Diagnostic study on participation through electronic media: websites and social networks in the AGE (CEPCO).			
a. Description of the participation situation.	September 2017	March 2019	Complete
b. Design of a methodology for the assessment of participation.	September 2017	March 2019	Complete
c. Field work.	September 2017	March 2019	Complete

d. Diagnostic report of the situation.	September 2017	March 2019	Complete
e. Recommendation guide.	September 2017	March 2019	Complete
5. Presentation of the methodologies to the Inter-ministerial Working Group on Open Government (AGE).	March 2019	March 2019	Complete
6. Presentation of the methodologies to the Sectoral Commission on Open Government and making them available to the Autonomous Communities and Local Authorities.	March 2019	March 2019	Not started
7. Presentation of the report and guidelines at the Multi-stakeholder Forum on Open Government.	March 2019	March 2019	Not started
8. Dissemination of the report and guides.	March 2019	March 2019	Complete
Contact information			
Institution responsible for implementation		Ministry of Territorial Policy and Civil Service. General Directorate for Public Governance	
Other actors involved	Ministries, departments, institutions.	Ministry of the Presidency, Relations with the Courts and Equality, other ministerial departments, Autonomous Communities and FEMP.	
	CSOs, private sector, multilateral organisations, working groups	CSOs, Consumer and User Organisations, representatives of the academic world and the Third Sector Platform.	
Additional information			

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	2.3 Participatory budgets			
Start and end date: 2018-2019				
Institution responsible for the implementation	Office for Transparency and Citizen Participation of the Autonomous Community of the Region of Murcia			
Description of the commitment				
What is the public problem that the commitment addresses?	Lack of citizen participation in decision-making processes on regional budgets.			
What is the commitment?	Facilitate the incorporation of citizens into the decision-making process on regional budgets, allowing them to decide on the destination of part of the public resources. Participatory budgets make the management of public resources more transparent and effective, opening up a dialogue between citizens, political representatives, and technical staff of the administration on what and how public money is going to be spent, seeking among all of them the best solutions to existing needs.			
How will this contribute to solving the problem?	Incorporation of citizen contributions into the regional accounts.			
Why is it relevant to OGP values?	The commitment is relevant to public **participation** since it is a mechanism for citizens to participate directly in choosing the proposals they consider most appropriate for inclusion in the region's budgets. Furthermore, it is relevant in terms of **transparency** since it gives a clear and complete account of the participatory process and the monitoring of the execution of the actions selected by the citizens.			
Additional information	https://transparencia.carm.es/presupuestos-participativos			
Level of compliance	Not started	Limited	Substantial	Complete
				X
Description of results	Participatory budget items have been included in the General Budget Laws of the Region of Murcia for 2018 and 2019, thus facilitating the incorporation of citizens into the decision-making process on the region's budget. All the information regarding participatory budgets is published in the Transparency Portal of the Region of Murcia.			
Next steps	Continue to include participative budget items in the General Budget Laws of the Region of Murcia			

Milestone status	Start date	End date	Level of compliance
Identification of the budgetary programmes affected in the Participatory Budgets for 2018.	July 2017	August 2017	Complete
Pre-selection of proposals for action with social agents and civil society	September 2017	September 2017	Complete

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Online public consultation for prioritisation of pre-selected proposals for action.	October 2017	October 2017	Complete
Decision report on the proposals for action, based on the results of the consultation.	October 2017	October 2017	Complete
Incorporation into the General Budget of the CARM of the adopted action proposals (investment projects)	November 2017	December 2017	Complete
Public monitoring of project implementation.	January 2018	December 2018	Complete
Participatory budgets for 2019.	July 2018	December 2018	Complete
Contact information			
Institution responsible for implementation		Office for Transparency and Citizen Participation of the Autonomous Community of the Region of Murcia.	
Other actors involved	Ministries, departments, institutions.		
	CSOs, private sector, multilateral organisations, working groups		
Additional information			

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2.4 Youth participation in public policies

Start and end date: July 2017 - December 2018

Institution responsible for the implementation	Youth Institute (INJUVE). Ministry of Health, Consumer Affairs and Social Welfare.

Description of the commitment	
What problem does the commitment address?	Weak participation of young people in the definition of EU public policies that affect them.
What is the commitment?	To encourage the participation of young Spaniards in the debate on the bases of European youth policies, through the deliberations at national level between young people and those responsible for these policies.
	The Structured Dialogue is a European Union initiative that promotes the participation of young people in democratic life for the coordination of youth policies at European level with the aim of creating policies that are more in line with the needs of European youth. It takes place within the framework of the presidencies of the EU Council and is organised by cycles in which a joint theme on which consultations are based at the national level is being worked on.
	Each country has a National Working Group, which involves the decision makers in the field of youth policy and the platforms and entities representing young people. The National Working Group is responsible for coordinating and carrying out the implementation of the debates and consultations at national level in order to transmit the results to the European level. The Spanish National Working Group is made up of INJUVE, the Spanish Youth Council (CJE) and national youth entities and other agents depending on the issues to be addressed in each cycle.
	The recommendations at national and European level are worked on during the cycle and the results are reflected in a European Council Resolution under the presidency that concludes the trio, thus formally concluding the cycle.
How will this contribute to solving the problem?	The results of the consultations at national level are fed into the EU Youth Conferences, which are organised in the countries holding the presidency of each Structured Dialogue cycle. Here, decisions are taken on the incorporation of youth input into EU policies.
Why is it relevant to OGP values?	The commitment is relevant to participation, as it strengthens the participation of young Spaniards in European public policies.
Additional information	The implementation of the Structured Dialogue for Youth policies is financed by a specific line of the Erasmus Plus programme at centralised level, managed by the Education, Audio-visual and Culture Executive Agency. During the Sixth cycle, which is the subject of this commitment, the CJE has been responsible for managing this grant.

Level of compliance	Not started	Limited	Substantial	Complete
				X

Description of results	On 28 July 2017, an opening event of the Sixth Cycle in Spain was held at the CJE headquarters, with representatives of the CJE, INJUVE, political parties, the European Commission, the European Youth Forum, and youth organisations. Between 29 and 30 July, a training of the new territorial "embassies" of the Structured Dialogue took place, on the tools to implement the Structured Dialogue in their territories, milestones, and relevant dates. The embassies are delegations of young people in the different Autonomous Communities involved in the cycle on a voluntary basis. In October 2017, the CJE and INJUVE participated in the EU Youth Conference in Tallinn, where the issues that most affect young people across Europe and possible responses to them were discussed. From November 2017 to February 2018, the regional consultations of the Structured Dialogue were held through the "embassies". The consultations were conducted on the basis of the framework questions established for the entire EU, although in Spain an adaptation was made by incorporating questions suggested by some ministries. The national consultation took place in December 2017, bringing together young people from all over Spain. In addition, it was timed to coincide with the meeting of the Governing Council of the National Erasmus Plus Agency, which was attended by representatives of the General Directorate for Youth of all the Autonomous Communities. The framework questions were discussed, analysing the problems of young people, and working on possible solutions. In April 2018, the CJE and the INJUVE participated in the Sofia EU Youth Conference, which resulted in the document of the "youth goals" which were translated into Spanish and sent to the "embassies" for dissemination. The subsequent regional and local consultations were carried out on the basis of this document, in coordination with the National Working Group and the "ambassadors" of the Structured Dialogue. The results of the consultations were forwarded to the Steering Group for Structured Dialogue. In September 2018, the CJE and INJUVE participated in the Vienna EU Youth Conference, dedicated to discussing and generating ideas on the implementation of the "youth goals" and the next EU Youth Strategy. The result was the decision to include the "youth goals" in the EU Youth Strategy 2019-2027. The Sixth Cycle concluded with the adoption of the European Youth Strategy 2019-2027 by the Council of the European Union (26/11/2018), which included the "youth goals".
Next steps	New EU Youth Dialogue programme, continuation of the Structured Dialogue.

Milestone status	Start date	End date	Level of compliance
Sixth Structured Dialogue Cycle			
Closure and revision of the Fifth cycle, Kick-off of the Sixth cycle	July 2017	December 2018	Complete
Training for regional structured dialogue actors	July 2017	December 2018	Complete
Participation in the EUYC in Estonia	July 2017	December 2018	Complete

	July 2017	December 2018	Complete
Regional consultations	July 2017	December 2018	Complete
National consultation	July 2017	December 2018	Complete
Participation in the EUYC in Bulgaria	July 2017	December 2018	Complete
Regional consultations	July 2017	December 2018	Complete
Revision Sixth cycle	July 2017	December 2018	Complete
National consultation; Review Fifth and close Sixth cycle	July 2017	December 2018	Complete

Contact information		
Institution responsible for implementation		Youth Institute (INJUVE). Ministry of Health, Consumer Affairs and Social Welfare.
Other actors involved	Ministries, departments, institutions.	Representatives of various ministries. Youth organisations of the Autonomous Communities.
	CSOs, private sector, multilateral organisations, working groups	Spanish Youth Council. Youth associations and youth service providers. Social action NGO.
Additional information		

3.1 Improving the Transparency Portal and the Right of Access to public information

Start and end date: July 2017- June 2019	
Institution responsible for the implementation	Ministry of Territorial Policy and Civil Service

Description of the commitment

What is the public problem that the commitment addresses?	Law 19/2013 of 9 December on transparency, access to public information and good governance created the Transparency Portal, conceived as a point of access to the information to be provided by the bodies and entities of the National Government. In 2014, the Transparency Portal was launched, in which all ministries and public bodies offer institutional information of legal relevance, or of an economic, budgetary, or statistical nature. After several years in which the information offered increased exponentially, it became clear that some of the technical and functional aspects of the portal needed to be improved, making it easier to search, constantly increasing and updating the information offered, and that it was appropriate to simplify and facilitate the exercise of the citizens' Right of Access to public information.
What is the commitment?	Design and implementation of a plan to improve the Transparency Portal, from a participatory perspective, taking into account the contributions of civil society, introducing changes in the information architecture to make searches more intuitive, optimising the information search system to make it more effective, improving the quality of content, introducing new updated information and simplifying and facilitating the Right of Access to public information for citizens.
How will this contribute to solving the problem?	Make available to citizens a more accessible, understandable, and informative Transparency Portal. Likewise, to facilitate access to information, considerably improving the current service thanks to a simple identification system.
Why is it relevant to OGP values?	The commitment is relevant to **transparency**, by providing information in a clearer and simpler way, and simplifying the identification system for exercising the Right of Access to public information.
Additional information	

Level of compliance	Not started	Limited	Substantial	Complete
				X

Description of results	A plan to improve the Transparency Portal has been designed and implemented and training on the new portal has been provided to public employees. The improvement plan and its progress have been presented at various meetings, conferences, and seminars. The report on the implementation of the plan can be found in Annex V of this document. On the other hand, the social-digital office has been set up with two general objectives: to disseminate information of interest to citizens through different channels, and to "listen" to their demands and interests through these channels.

	With regard to the Right of Access to public information, the mechanism for identifying the interested parties has been simplified so that, instead of requiring access by means of an electronic certificate or Cl@ve, only a simple identification by means of an ID card number and a mobile phone number is required, which makes it possible to obtain a password that can be personalised by the user and which can be used for all the information requests made.
Next steps	Constant evolution and improvement of the Transparency Portal.

Milestone status	Start date	End date	Level of compliance
Portal Improvements - Active Publicity			
1. Analysis of the needs for improvement on the transparency portal.	July 2017	September 2017	Complete
2. Design of an improvement plan that includes at least the following aspects: a. Redefining the information architecture. b. Expansion of the information provided. c. Improving the quality of information. d. Space for citizen participation in the improvement of the Portal.	September 2017	March 2018	Complete
3. Implementation and monitoring of the plan.	March 2018	June 2019	Complete
4. Design and implementation of a strategic plan for programmed dissemination (communication) of contents.	September 2018	June 2019	Complete
5. Training on the improved portal.	July 2018	December 2018	Complete
6. Presentation of the improved portal.	July 2018	June 2019	Complete
Presentation of the improvement plan.			
7. Diagnosis and approval of a new mechanism for the identification of stakeholders to exercise the Right of Access to public information and proposal for improvement.	September 2017	September 2018	Complete

Contact information		
Institution responsible for implementation		Ministry of Territorial Policy and Civil Service General Directorate for Public Governance
Other actors involved	Ministries,department, institutions.	All Ministries
	CSOs, private sector, multilateral organisations, working groups	Citizens, CSOs, consumer and user organisations, Third Sector Platform, and the academic world.
Additional information		

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3.2 Programmes for disclosure of information and its reuse

Start and end date: July 2017-June 2019	
Institution responsible for the implementation	Ministry of the Economy and Business and Ministry of Territorial Policy and the Civil Service

Description of the commitment

What is the public problem that the commitment addresses?	There is still a lot of public sector information that needs to be opened up, necessary for the creation of new information-based services.
What is the commitment?	Promoting the disclosure of public sector information and encouraging its re-use by businesses and society for the creation of new information-based services, by fostering actions in the following areas: • Dissemination, awareness-raising, and training. • Enhancing the national open data catalogue. • Development of sectoral statistics. • Execution of actions to boost public-private collaboration. • Regulation and inter-administrative cooperation at national level. • International cooperation. • Advice and support.
How will this contribute to solving the problem?	The disclosure of public sector information accompanied by tools that facilitate its location and its availability in easily reusable formats encourages the creation of new information-based services.
Why is it relevant to OGP values?	The commitment is relevant to **transparency**, as it involves the publication of public sector information and the promotion of its re-use.
Additional information	https://datos.gob.es/es/catalogo

Level of compliance	Not started	Limited	Substantial	Complete
			X	

Description of results	In February 2018, the draft Royal Decree regulating the re-use of state public sector information was published and submitted for public hearing and information. The national data catalogue has been increased by more than 42% since September 2017, more than doubling the planned increase (20%). The International Open Data Charter has been adopted by the Autonomous Communities of Catalonia and Castile and Leon and by the City Councils of Madrid, Alcobendas, Gijon, Salamanca, and Zaragoza. Likewise, the private sector has joined ASEDIE and Desidedatum. The 2017 Aporta Challenge and Awards have been organised. The only activity pending from this commitment is the publication of the 2018 infomediaries study, due to a delay in the award of the public tender for its execution. Currently, the preparation of the study is well advanced and its publication is expected in the fourth quarter of 2019.
Next steps	

Milestone status		Start date	End date	Level of

			compliance
1. Implementation of the new re-use of public sector information regulation: Drafting of a Royal Decree to implement the regulations of Law 18/2015 on the re-use of public sector information.	July 2017	July 2018	Complete
2. Extension of the national open data catalogue: increase by at least 20% the number of data sets available in the catalogue by June 2019.	July 2017	June 2019	Complete
3. Adoption of the International Open Data Charter	July 2017	June 2019	Complete
4. Publication of studies on the infomediaries sector in Spain: a study will be prepared during 2018, which would be available before June 2019.	January 2018	June 2019	Substantial
5. Organisation of the Aporta 2017 Challenge.	May 2017	October 2017	Complete
6. Organisation of the 2017 Aporta Awards.	June 2017	October 2017	Complete

Contact information		
Institution responsible for implementation		Ministry of Economy and Business
Other actors involved	Ministries, departments, institutions.	Ministerial Departments, Autonomous Communities, and local authorities.
	CSOs, private sector, multilateral organisations, working groups	Public-Private Partnership Forum on Re-use of Public Sector Information (CPP-RISP Forum) Industrial sector for the reuse of public sector information.
Additional information		

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3.3 Citizen folder

Start and end date: July 2017-June 2019	
Institution responsible for the implementation	Ministry of Territorial Policy and Civil Service

Description of the commitment

What is the public problem that the commitment addresses?	At the electronic office of the various public Administrations, citizens can initiate administrative actions and obtain information of interest to them. However, each government has its own electronic office, each with its own characteristics and peculiarities, so that citizens can view government information in a way that is disjointed, complex and difficult to monitor.
What is the commitment?	The Citizen Folder at the General Access Point is the private area for citizens in their relationship with the Administration, which provides an access point from which they can follow up on the main procedures, access notifications, make electronic appearances and, in general, access personal information in their relationship with the member Public Administrations. The Citizen Folder enables citizens: • Follow up its activity with the Administration. • Know and access their data held by the Administration. • To know the use that the public Administrations make of their data. It also allows federation with the private areas of the citizens in the Autonomous Communities and Local Authorities, in such a way that the citizens, if they access their Community, can also have a vision of their files in progress or notifications from the rest of the administrations, without the need to visit the private area in them.
How will this contribute to solving the problem?	Simplifying citizens' access to the digital administration by offering an access point where they can consult all their information. This facilitates citizens' relations with the Administration, promotes efficiency and transparency through the advantages provided by digital administration and improves citizens' perception of public service.
Why is it relevant to OGP values?	The commitment is relevant in the face of **transparency,** since it promotes access to information: citizens can consult their data held by the Administration and, on the other hand, have access to exchanges of their personal data between Administrations in the exercise of their duties.
Additional information	https://sede.administracion.gob.es/carpeta

Level of compliance	Not started	Limited	Substantial	Complete
			X	

Description of results	With respect to the monitoring of files and the provision of notifications by the AGE, the integrations have been completed with all the most representative ministries and agencies (Cadastre, State Public Employment Service, Tax Agency), pending the incorporation of the General Directorate of Traffic (Ministry of the Interior) in 2019. The technical work allowing consultation of the status of files with Autonomous Communities. On the basis of this work, 10 Autonomous Communities have been selected. Additionally, the 5 Autonomous

| | Communities that do not have their own notification point have been integrated into the Citizen Folder via the "Notifica" system. For the rest, the work is being guided by the availability of notifications through the single Authorised Electronic Address, which will be specified in the future Regulations implementing Laws 39 and 40/2015.

With regard to Local Authorities, the designs and developments that allow for interoperability with Local Authorities have been completed, and the progressive adhesion to the Citizen Folder that will allow for consultation of the status of files is pending. In addition, more than 5,000 local authorities are users of the "Notifica" system, which makes notifications available in the Citizen Folder.

On the other hand, a relevant set of data on citizens has been made available, such as: university and non-university degrees, cadastral data, unemployment data, data on family situations (large family, disability), data from the Census or Vehicle Technical Inspection data. INAP certificates are expected to be made available in July.

In terms of the relationship between companies and the Citizen Folder, downloading notifications has been identified as the primary functionality. In this way, work is being done on the development of web services for automated access to the consultation and appearance of notifications. However, priority is being given to services aimed at citizens, so the full development of this activity should be assessed in the future. |
|---|---|
| Next steps | The activities included in the Plan are continuous in time, so there are activities, objectives, and functionalities of the Citizen Folder to be defined and developed. |

Milestone status	Start date	End date	Level of compliance
1. Diagnosis of the current situation.	July 2017	September 2017	Complete
2. Gradually making available to citizens the monitoring of files and notifications, allowing all Ministries to appear.	July 2017	December 2018	Substantial
3. Gradually making available to citizens the follow-up of files and notifications, facilitating the appearance, of other levels of administration that adhere (Autonomous Communities and local authorities).	July 2017	June 2019	Substantial
4. Gradually making available to citizens consultation of personal data held by the public Administrations with the possibility of self-generation of certificates for this data.	July 2017	June 2019	Substantial
5. Making available to legal entities the Citizen Folder adapted to their specific characteristics (elimination of services that are not applicable to them and incorporation of specific services).	January 2018	June 2019	Limited

Contact information		
Institution responsible for implementation		Ministry of Territorial Policy and Civil Service General Secretariat for Digital Administration
Other actors involved	Ministries, departments, institutions.	All ministerial departments, dependent bodies. Autonomous Communities and local authorities that adhere to it.
	CSOs, private sector, multilateral organisations, working groups	
Additional information		

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3.4 Archive System

Start and end date: June 2017 - March 2018	
Institution responsible for the implementation	Ministry of Territorial Policy and Civil Service

Description of the commitment

What is the public problem that the commitment addresses?	Unavailability of a definitive digital file that guarantees the authenticity of the information and its traceability.
What is the commitment?	To facilitate the ability of individual administrations to preserve digital assets for the long term, to provide reusable data to promote Public Sector Information Re-use policy, to open up electronic archives to stakeholders or researchers, promoting transparency, and to encourage private sector collaboration in the technological development of these efforts.
How will this contribute to solving the problem?	"Archive" is a definitive archiving web application with the main objective of ensuring that the electronic information stored is authentic, accessible only to relevant users or stakeholders, is complete, available *sine die*, and provides the necessary traceability information. Files and documents will be imported and classified in Archives and Documentary Series, and will go through different states, according to the assigned conservation policy. "Archive" will also provide notification mechanisms for changes in file status, as well as various management modules. On the other hand, it will have a series of operations accessible through web services, such as sending SIP, searching for files, or obtaining entry records. It will cover the entire life cycle of the documents and their successive phases of long-term archiving. In relation to conservation policies, it will allow for permanent, partial, permanent disposal and pending opinion.
Why is it relevant to OGP values?	The commitment is relevant to **transparency,** as it will facilitate access to data held by the Administration in its long-term archives. The disclosure of the documentary series for free access will be promoted, as well as general access for researchers to the electronic archives maintained by each Administration. It constitutes a major technological and innovative development, as it is a cloud service that is easily reused by all administrations.
Additional information	https://administracionelectronica.gob.es/ctt/archive#.XT7BlWZNBzl

Level of compliance	Not started	Limited	Substantial	Complete
			X	

Description of results	The electronic archives of the Ministries of Finance and of Territorial Policy and the Civil Service have been created and 10 and 63,000 ENI files have been archived, respectively. The horizontal electronic archiving service has been joined by the Ministries of Finance and Civil Service, the Regional Government of Andalusia, the Ministry of Development, the Ministry of Industry, and the Provincial Council

	of Cordoba. The Working Groups of the Sectoral Committee (National Government, Autonomous Communities, and local authorities) and the National Government's ICT Steering Committee (CDTIC) have worked in parallel on issues of input metadata, single electronic archive, document assessment, document management policy, electronic document strategy, etc. As regards the creation of the Portal of the Single Archive of the AGE, the General Secretariat for Digital Administration has developed the elements required to make it available, but it is awaiting its final completion with the regulatory implementation of Laws 39 and 40/2015.			
Next steps	Work is under way on the draft Royal Decree implementing Laws 39/2015 on Common Administrative Procedure for Public Administrations and 40/2015 on the Legal System for the Public Sector with regard to action and operation of the public sector by electronic means.			

Milestone status	Start date	End date	Level of compliance
Diagnosis of the current situation regarding electronic archiving	June 2017	September 2017	Complete
MINHAP Electronic Archive Creation of the single electronic archive of MINHAFP and entry of at least 20,000 archived ENI files	Started (June 2016)	October 2017	Complete
AGE Electronic Archive Creation of the single electronic archive of the AGE	December 2017	Continued adherence of agencies	Limited
Service for all Public Administrations Membership of the horizontal electronic archive service or downloading and installation of the same by at least 2 administrations.	Started (November 2015)	September 2017	Complete
CDTIC's AGE Working Groups Publication of decisions and agreements adopted by the subgroups of the working group (input metadata, single electronic archive, document valuation, document management policy, electronic document strategy, etc.) with the participation of all ministries. These subgroups will work in parallel with those of the Sectoral Committee in order to make the decisions taken compatible.	Started (January 2016)	December 2017	Complete
eAdmin Sectoral Committee Working Groups of AC and LA Publication of decisions and agreements adopted by the subgroups of the working group (input metadata, single electronic archive, document assessment, document management policy, electronic document strategy, etc.) with the participation of all the Autonomous Communities and local authorities. These subgroups will work in parallel with those of the CDTIC in order to make the decisions taken compatible.	Started (June 2016)	March 2018	Complete

Contact information

Institution responsible for implementation		Ministry of Territorial Policy and Civil Service. General Secretariat for Digital Administration
Other actors involved	Ministries, departments, institutions.	AGE. Autonomous Communities and local authorities that adhere to it.
	CSOs, private sector, multilateral organisations, working groups	
Additional information		

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3.5 Regulatory development of the Transparency Law

Start and end date: July 2017 - April 2019

Institution responsible for the implementation	Ministry of Territorial Policy and Civil Service

Description of the commitment

What is the public problem that the commitment addresses?	Law 19/2013 of 9 December on transparency, access to public information and good governance favours the consolidation of a participatory society and represents a new way of understanding relations between the Administration and citizens, providing means for accountability, establishing obligations of transparency, and articulating the Right of Access to public information. Since its entry into force, the need to develop aspects of the law through regulations has become apparent.
What is the commitment?	Development of Law 19/2013, of 9 November, on transparency, access to public information and good governance, with the participation of interested parties during the public consultation period and the hearing procedure.
How will this contribute to solving the problem?	The development of regulations is a particularly important milestone in transparency and accountability. It will provide a detailed framework for action in response to the needs identified and expressed by various groups. These regulations will facilitate compliance with the obligations of active publicity and will favour the exercise of the Right of Access to public information by interested parties with the maximum guarantees and always with the aim of ensuring the greatest possible transparency in the actions of the Public Administrations.
Why is it relevant to OGP values?	The commitment is relevant to **transparency,** as it seeks to develop some provisions of the Transparency Law to allow for the narrowing of concepts, the clarification of certain provisions and the increase of legal certainty.
Additional information	All the information on the development and processing of the Royal Decree project can be consulted at this link.

Level of compliance	Not started	Limited	Substantial	Complete
			X	

Description of results	The draft Royal Decree has been prepared, taking into account the contributions of civil society during the pre-consultation and information processing phases. The processing has been widely participated with two public information processes in addition to the previous consultation that have resulted in more than a hundred reports with contributions from different sources of civil society and citizens in general. It has also been informed by the Ministries, the Autonomous Communities and cities, the Spanish Federation of Municipalities and Provinces, the Directorate for the Autonomous and Local Legal System, the Office for Coordination and Regulatory Quality, the Spanish Data Protection Agency and the Council for Transparency and Good Governance.

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Milestone status	Start date	End date	Level of compliance
	The project is in the final stage of processing		
Next steps	Approval of the regulations		
1. Prior public consultation (general lines of the Regulation).	July 2017	September 2017	Complete
2. Drafting of regulations and draft of MAIN.	October 2017	February 2018	Complete
3. Internal consultations with the Ministry	October 2017	February 2018	Complete
4. Hearing procedures and public information.	May 2018	May 2018	Complete
5. Coordination and regulatory quality report	May 2018	July 2018	Complete
6. Reports from other departments and bodies	May 2018	September 2018	Complete
7. Public Administrations Reports	September 2018	October 2018	Complete
8. Report of the General Technical Secretariat	November 2018	November 2018	Complete
9. Ruling of the Council of State	December 2018	February 2019	Substantial
10. General Committee of Secretaries of State and Under-Secretaries	March 2019	March 2019	Not started
11. Submission to the Council of Ministers	April 2019	April 2019	Not started

Contact information		
Institution responsible for implementation		Ministry of Territorial Policy and Civil Service General Directorate for Public Governance
Other actors involved	Ministries, departments, institutions.	Ministries and public bodies: Transparency and Good Governance Council (CTBG, by its initials in Spanish) and Spanish Data Protection Agency (AEPD).
	CSOs, private sector, multilateral organisations, working groups	Citizens, CSOs, representatives of consumers and users, Third Sector Platform, and the academic world.
Additional information		

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4.1 Promoting open data as an instrument for open justice in Spain

Start and end date: July 2017- June 2019	
Institution responsible for the implementation	Ministry of Justice

Description of the commitment	
What is the public problem that the commitment addresses?	The value that citizens place on the Administration of Justice as a public service makes it necessary to provide it with instruments that reinforce its approach to society. It is necessary to incorporate new instruments that open up the Administration of Justice and focus on the citizen.
What is the commitment?	The commitment is part of a specific public policy line on open justice, which will be included in the National Strategy for Justice that the Spanish Government will implement with the support and participation of political, institutional and professional actors in the country, placing judicial transparency as one of its main axes. It will be structured in 2 lines of action: 1. Open data as an instrument of transparency in the Administration of Justice. The commitment includes taking the initial steps to evolve the current model of judicial statistics to another in which such statistics will be improved in terms of data quality, collection, and management. The publication will be carried out in reusable and user-friendly formats for easy understanding by citizens. The role of the National Commission on Judicial Statistics will be strengthened and collaboration will be promoted through the State Technical Committee on Electronic Judicial Administration (CTEAJE). 2. Improve the right of access to justice information. The commitment includes streaming access to certain oral hearings and access to the court file for those involved in a procedure through the electronic courthouse.
How will this contribute to solving the problem?	1. By providing data that allows for adequate monitoring by civil society and citizens, a better understanding of the functioning of justice and a greater stimulus to entrepreneurship, innovation, and economic growth through its reuse. 2. Providing citizens with digital services that allow better access to information when they are involved in legal proceedings.
Why is it relevant to OGP values?	The commitment is relevant in terms of **transparency and accountability,** since the aim is to make more and more information available to citizens on the functioning of Justice (statistics, data, oral hearings, documents in a judicial file), as well as to improve mechanisms for public scrutiny of Justice, by publishing data on its functioning and organisation in user-friendly and reusable formats.
Additional information	

Level of compliance	Not started	Limited	Substantial	Complete
		X		

| Description of results | With regard to improving the quality of information, much progress has been made in the standardisation of processing schemes and procedural milestones, which now account for approximately 40% of court proceedings. If the most widely used procedures are taken into account, progress would be more than 80%. In relation to automation, it is expected that more than 80% of statistical data obtained automatically by the system will be used.

With regard to the promotion of reuse, it was decided to publish a link to the judicial statistics page of the General Council of the Judicial Branch on the General Point of Access to the Administration of Justice (PAGAJ, by its initials in Spanish), to provide access to reports on electronic communications through Lexnet with judicial bodies, and to include the publication of the annual reports of the Public Prosecutor's Office and a link to the Official State Gazette with all the circulars issued by this body. The content will be called "Transparency and open data". The activity is pending a technological migration of the PAGAJ.

The design of a new data model for the Administration of Justice has not been started, due to the regulatory reforms implied by the EU Regulation on data protection and the Organic Law on data protection. The project will be resumed in the near future, once the legal services of the Ministry have defined which data can be used, for which purposes and in which environments.

The definition of the Electronic Court Record has required more time than initially estimated, with technological developments beginning in April 2019. Implementation is scheduled for the first quarter of 2020. Once it is completed, progress can be made on the service for access to the electronic court record.

The objectives of the project for streaming court hearings are also being reviewed. In addition, work is under way to implement a new system for recording court hearings, which is expected to go into service as a pilot in the fourth quarter of 2019. Progress continues to be made in the renovation of the technical recording equipment in all the courtrooms. |
| Next steps | |

Milestone status	Start date	End date	Level of compliance
1. Open data as an instrument of transparency in the Administration of Justice:			
1.1. Improving the quality of information: 1.1. a) Standardise data on judicial activity.	July 2017	July 2018	Substantial
1.1. Improving the quality of information: 1.1. b) Extract the data automatically from the procedural management systems.	January 2018	June 2019	Substantial
1.2. Encouraging reuse: publish data on judicial activity in the General Access Point to the Administration of Justice, preferably in open and reusable formats.	January 2018	January 2019	Limited
1.3. Definition of open data in Spanish Justice:	January 2019	June 2019	Not started

design a new data model in the Administration of Justice that bets on the external consumption of data.			
2. Improving the right of access to information for professionals and citizens:			
2.1. To offer electronic access to the Electronic Judicial Record from the Electronic Office of the Ministry of Justice.	July 2017	March 2018	Limited
2.2. To offer from the Electronic Office of the Ministry of Justice the service of streaming transmission of certain judicial hearings.	January 2018	March 2019	Limited

Contact information		
Institution responsible for implementation		Ministry of Justice
Other actors involved	Ministries, departments, institutions.	Ministry of Justice, Autonomous Communities with jurisdiction over Justice, the General Council of the Judicial Branch, the Office of the Public Prosecutor, and the Legal Professions of the Administration of Justice.
	CSOs, private sector, multilateral organisations, working groups	Pro-transparency associations, data journalists, victims' associations, consumers, etc. Agents reusing information. General Councils of Attorneys, Lawyers and Social Graduates. State Technical Committee for Electronic Judicial Administration (CTEAJE). National Judicial Statistics Commission. National Transparency Council.
Additional information		

4.2 Expanding the contents of the Economic and Financial Information Centre	
Start and end date: August 2017 - June 2019	
Institution responsible for the implementation	Ministry of Finance
Description of the commitment	
What is the public problem that the commitment addresses?	Difficulty in quickly accessing the most up-to-date economic and financial information generated at the State, regional and local levels.
What is the commitment?	To make available to citizens and companies all relevant and updated economic-financial information in a single access point.
How will this contribute to solving the problem?	Maintaining a centralised repository of all economic and financial information that may be of interest to citizens or companies, offering it in reusable formats to encourage analysis by citizens, institutions, and companies, thus promoting transparency in government and public administration actions. This will make it possible for external actors to prepare new information based on available data.
Why is it relevant to OGP values?	It is relevant in terms of **accountability**, since the Economic and Financial Information Centre makes available to citizens data on the actions of the Government and the public Administrations both in their directly obtained versions and in those more elaborated ones that have metrics and indicators. It is also relevant in terms of **transparency**, as it makes public economic information available to citizens.
Additional information	

Level of compliance	Not started	Limited	Substantial	Complete
				X

| Description of results | The design of the interface of the Agenda of the Institutional Portal of the Ministry of Finance has been improved, updating the index of subjects, and incorporating new functionalities such as daily and monthly consultations, allowing searches and filters on them, as well as downloading them in reusable formats.

The Economic and Financial Information Centre´s Data Bank has incorporated the budgetary information in its different stages: budgets, execution and settlement, for all the sub-sectors of the public Administrations (State, public Organisations, Social Security, Autonomous Communities and Local Corporations), as well as information on the territorial distribution of the degree of execution of State public sector investment, population data and nominal gross domestic product per inhabitant. This information can be consulted and downloaded in reusable format, as well as in choropleth maps (thematic maps with colours), which show, for each relevant economic-financial indicator, attractive visualisations for citizens that can be filtered at Autonomous Community level.

The metadata accompanying the publications of the Information Centre have been expanded to include all statistical operations published in the Ministry |
|---|---|

	and which are in the Inventory of Statistical Operations of the National Institute of Statistics. Finally, in order to detect and attend to the demands for information, product design and data dissemination, the most demanded information was analysed through the analysis of web browsing records, information requests and suggestions received through the different channels (e-mail, social networks) from the users of Economic-Financial Information Centre, as well as the satisfaction survey hosted at the Information Centre. The activity of creating an automatic system of notifications of new developments in the Data Bank of the Information Centre has been cancelled, due to the fact that a new version of the database is being developed, more complete than the current one, so the notification system will be implemented directly in the next version.
Next steps	

Milestone status	Start date	End date	Level of compliance
Creation of new functionalities, improvements in the design of the interface and updating of the content of the Agenda application of the Ministry of Finance Portal: classification of publications by type of event, annual display of events divided by month on the same panel with the possibility of using selection filters, updating of subjects that accompany each publication and improvement of the advanced search by type of event and subject.	August 2017	December 2017	Complete
Incorporation in the Data Bank of the Economic and Financial Information Centre of the budgets of the four sub-sectors of the public Administrations integrating the visualisation of the same ones in the current interface of figure for its correct diffusion. The new development will homogeneously represent budgets from three moments in the life of the budget: initial budgets, execution, and settlement.	August 2017	December 2017	Complete
Creation of an automatic notification system that will notify users of the publication of new data and the updating of previous data.	January 2018	December 2018	Not started (cancelled)
Incorporation of new economic-financial information matters in the Information Centre's Data Bank for their subsequent dissemination.	January 2018	December 2018	Complete
Expansion of the metadata accompanying the publications so that this information is consistent with the Inventory of Statistical Operations.	August 2018	June 2019	Complete
Own drafting of territorial maps where the user can select economic-financial indicators of his interest to later visualise them in a friendly way in	August 2018	March 2019	Complete

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a specific geographical area.			
Creation and publication of a detailed catalogue of subjects, variables, and series available for analysis in the Data Bank of the Economic and Financial Information Centre.	January 2019	June 2019	Complete
Detection and attention to information demands, product design and dissemination of data that users of the Economic-Financial Information Centre and its Data Bank consider necessary. To this end, a survey will be drawn up for expert users and potential users from public and private bodies (ministries, universities, media, etc.)	January 2019	June 2019	Complete

Contact information		
Institution responsible for implementation		Ministry of Finance General Technical Secretariat.
Other actors involved	Ministries, departments, institutions.	Units of the Ministry of Finance and other ministries, as well as other bodies: Bank of Spain, National Institute of Statistics... In general, all producers of economic-financial information relevant to citizens.
	CSOs, private sector, multilateral organisations, working groups	
Additional information		

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4.3 Improving the quality of real estate data through coordination of the Cadastre and Land Registry

Start and end date: July 2017-June 2019

Institution responsible for the implementation	Ministry of Justice and Ministry of Finance

Description of the commitment

What is the public problem that the commitment addresses?	In Spain, the Land Registry and the Cadastre are institutions of a different nature and with different competencies that fall within the same area: the real estate reality. Despite this, historically there has been no coordination of information, leading to citizens finding different realities on the same property depending on which institution they consult. This circumstance has reduced the quality of the information, the access to it and also has made it difficult for citizens to participate in the definition of assets that in many cases are their property.
What is the commitment?	The commitment consists of implementation of the legal, organisational, and technological mechanisms that allow coordination between Cadastre and Land Registry, facilitating incorporation and exchange of information between both institutions and improving their publicity systems.
How will this contribute to solving the problem?	• Improving the quality of real estate information through secure and coordinated exchange of data between Cadastre and Land Registry, and through involvement of citizens, allowing them to provide information on description of properties as well as its rectification and updating. • Reducing the costs of obtaining building information by connecting and interoperating the two institutions, which will also simplify administrative procedures. • Reducing barriers to access information, establishing simpler procedures for updating property descriptions. • Increasing legal certainty in real estate traffic by improving the quality of information.
Why is it relevant to OGP values?	The commitment is relevant to **transparency** as information will be more accessible. In addition, the Cadastre and Land Registry **will be accountable** for the effectiveness of information management, which will be of higher quality and obtained more efficiently. Furthermore, this initiative will facilitate **participation** in terms of co-production, as citizens will be able to describe and rectify the physical reality of the property in order to adjust the description of the property to reality.
Additional information	

Level of compliance	Not started	Limited	Substantial	Complete
			X	

Description of results	The first phase consisted of the development of the regulations of Law 13/2015 of 24 June on the Reform of the Mortgage Law, approved by Decree of 8 February 1946, and the revised text of the Law on Real Estate Cadastre.

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	Subsequently, various technological adaptations have been made to coordinate the databases: adoption of the international standard for the description of the cadastral plot (GML), and adaptation of the Cadastral Information System and the applications of the General Council of Notaries and the Official Association of Land and Mercantile Registrars to telematic exchange. The coordination of the property databases between the Cadastre and the Land Registry has been sufficiently accredited, although the implementation of the system has been partially executed: it has been effectively, generally, and successfully implemented in 40% of the property registries. It is estimated that the implementation in the remaining 60% can be done before 31 December 2019. In addition, various dissemination and training activities have been carried out on the subject: meetings of working groups, publication of information on the portals of the Cadastre, of the Registrars and of the Official Association of Engineering, Geomatics and Topography, publications in specialised journals, support for notaries, support for citizens, training for registrars and registry employees, and the holding of informative seminars and conferences.
Next steps	

Milestone status	Start date	End date	Level of compliance
PHASE A. Regulatory development. Law 13/2015 of 24 June on the Reform of the Mortgage Law and the revised text of the Law on Real Estate Cadastre.			
Joint Resolution of 26 October 2015, of the General Directorate of Registries and Notaries and the General Directorate of Cadastre, regulating the technical requirements for the exchange of information between the Cadastre and the Land Registries.	January 2017	December 2017	Complete
Resolution of 26 October 2015, of the General Directorate of Cadastre, regulating the technical requirements for compliance with the obligations to provide information by notaries established in the revised text of the Law of Real Estate Cadastre.	January 2017	December 2017	Complete
Interpretative resolutions of the General Directorate of Registries and Notaries on issues affecting the coordination between the Cadastre and the Land Registry	January 2017	December 2017	Complete

PHASE B. Implementation of the exchange system.			
The development of the project involves tasks for both the General Directorate of the Cadastre, as well as the College of Notaries and the College of Registrars. Beyond the technological change, a cultural change is needed, a change that often transcends the organisations themselves, involving all the agents present in the real estate market, given that a new way of describing property in Spain is being defined. All the IT developments have already been started, and the timely coordination and integration of the different information systems is necessary for their implementation. In particular, the following must be worked on:			
Adoption of the INSPIRE international standard of cadastral plot description (GML) by all agents involved.	January 2017	June 2018	Complete
Adaptation of Cadastral Information System applications, in particular provision of new products and services at the Electronic Cadastral Office.	January 2017	June 2018	Complete
Adaptation of notary applications by the CGN.	January 2017	June 2018	Complete
Adaptation of the registrars' applications, by the Official Association of Land and Mercantile Registrars of Spain .	January 2017	June 2018	Complete
Proof of coordination in cadastral certificates and in the Land Registry's publicity as well as in the Registrars' geoportal.	January 2017	June 2018	Complete
PHASE C. Dissemination and training. Beyond computer developments, a number of disclosure, dissemination and training activities should be carried out:			
Formation of working groups.	July 2017	June 2019	Complete
Publication of different information in the portal of the General Direction of the Cadastre, of the Registrars and of the Official College of Engineering, Geomatics and Topography, and in different specialised magazines.	July 2017	June 2019	Complete
Direct support to notaries from the cadastral management.	July 2017	June 2019	Complete
Multi-channel citizen support (direct line, information on the internet)	July 2017	June 2019	Complete
Celebration of conferences, lectures, and joint informative actions	July 2017	June 2019	Complete
PHASE D. Integral implementation of the system.			
Effective implementation of the system in all the notaries and land registries. Use of the system on a regular basis by the different agents involved in real estate traffic.	January 2018	June 2019	Substantial

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Contact information		
Institution responsible for implementation		Ministry of Justice and Ministry of Finance
Other actors involved	Ministries, departments, institutions.	
	CSOs, private sector, multilateral organisations, working groups	Official Association of Land and Mercantile Registrars of Spain General Council of Notaries Official Association of Engineering, Geomatics and Topography
Additional information		

4.4 Information on gender-based violence

Start and end date: July 2017-June 2019

Institution responsible for the implementation	Ministry of the Presidency, Relations with the Courts and Equality

Description of the commitment

What is the public problem that the commitment addresses?	Need for social awareness of the violation of human rights that gender violence represents for our society, as well as the need to provide information to public and private agents involved in the prevention, assistance and eradication of the different forms of violence against women.
What is the commitment?	Improvement of the information system and dissemination of data on violence against women.
How will this contribute to solving the problem?	Providing knowledge to citizens in general and professionals in particular about the incidence of gender violence. Increased social awareness of this issue and improved knowledge of available data and resources.
Why is it relevant to OGP values?	The commitment is relevant to **transparency**, as it allows access to information on violence against women.
Additional information	

Level of compliance	Not started	Limited	Substantial	Complete
				X

Description of results	The available data on different aspects and magnitudes of violence against women have been expanded and included in the monthly and annual statistical bulletins and in the statistical portal: historical data, underage deathly victims, human trafficking, regional resources by Autonomous Communities and by province, and other forms of violence against women. In addition, the presentation of data and graphics in the Observatory's annual report has been improved. Furthermore, several research studies have been carried out to increase knowledge on this subject. With regard to the dissemination and social awareness activities of the Government Delegation for Gender Violence, it is worth highlighting the updating of the "LIBRES" App, which is accessible to people with disabilities, with the creation of a new section aimed at teenagers, as well as the creation of profiles on the social networks Twitter, Instagram and YouTube. In addition, a new space on music against gender violence has been launched on the Government Delegation's website to highlight songs committed to a society free of gender violence and that promote equality.
Next steps	

Milestone status	Start date	End date	Level of compliance
1. To expand the dissemination of data through monthly and annual bulletins of statistical data,	January 2017	June 2019	Complete

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studies and research that the Government Delegation for Gender Violence collects, from other institutions or drawn up by itself, in order to promote greater knowledge of the incidence and nature of violence against women.			
2. Progressively expand the data available on different aspects and magnitudes of violence against women.	January 2017	June 2019	Complete
3. Increase the knowledge of this subject through research and studies.	January 2017	June 2019	Complete
4. Develop and maintain a Statistical Portal which, as an integrated service of the Ministry of the Presidency, Relations with the Courts and Equality website, allows, in a simple, intuitive and open way for all citizens in general and professionals in particular, to consult indicators, reports and statistical files, as well as preparing tables from the sources of statistical information available to the Government Delegation for Gender Violence.	January 2017	June 2019	Complete
5. To develop and maintain an updated web portal on gender-based violence that contains comprehensive information on this subject aimed at women who suffer gender-based violence, citizens and agents, professionals and entities working for this cause.	January 2017	June 2019	Complete
6. Maintain and develop new communication tools through new technologies such as the app against gender violence.	January 2017	November 2018	Complete

Contact information		
Institution responsible for implementation		Ministry of the Presidency, Relations with the Courts and Equality
Other actors involved	Ministries, departments, institutions.	Representatives from different ministries involved, in addition to the Presidency, Relations with the Courts and Equality.
	CSOs, private sector, multilateral organisations, working groups	Entities participating in the State Observatory for Violence against Women
Additional information		

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5.1 Training of public employees

Start and end date: started –June 2019

Institution responsible for the implementation	Ministry of Territorial Policy and Civil Service.

Description of the commitment	
What is the public problem that the commitment addresses?	Disseminating a culture based on the principles of Open Government among the public employees of the different public Administrations is essential for bringing about a change in the attitudes of transparency and disclosure of Administration to the citizens. So far, training actions have focused on transparency, but it is necessary to continue strengthening the skills of the different profiles of public employees in order to develop the strategic lines of the Third Action Plan and to meet the objectives assumed by Spain in matters of open government.
What is the commitment?	Train public employees on the conceptual bases, values, tools, and strategies of open government. Train and reinforce attitudes of public employees in their relationship with citizens based on transparency, accountability, participation, and collaboration. Promote internalising the obligations and commitments of public employees in their relationship with citizens. Apply criteria based on awareness of the values of open government when selecting new public employees. Improve the quality of public services.
How will this contribute to solving the problem?	This involves planning and execution of training activities aimed at public employees at the three levels of administration, including training of trainers in open government, who will act as agents of change in their respective organisations, and the preparation of teaching materials available to the Autonomous Communities and local bodies. It also contemplates developing training activities aimed at groups of civil servants who carry out functions with a special impact on citizens and trainee civil servants. In addition, the commitment also includes a review of the programmes that serve as a basis for the selection of new public employees and incorporation of content on open government.
Why is it relevant to OGP values?	Training aimed at public employees will decisively promote **transparency, accountability, and participation** within the Administration by making public servants aware of these principles, promoting them, and encouraging them.
Additional information	

Level of compliance	Not started	Limited	Substantial	Complete
			X	

Description of results	Content on open government has been incorporated into the recruitment processes for access to the civil service and a training plan for public employees has been implemented, with the collaboration of INAP. Among the training activities, the following ones have promoted cascade training of

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	public employees: two editions of a course on "Training of trainers in open government", a seminar-workshop on "Assessment and systematisation of training experiences in open government" and a course on "Training for the promotion of open administration".
	New officials have been trained in the back to school programme, to bring the Administration closer to schoolchildren.
	Training activities on open government have been disseminated through participation in the Network of Autonomous and Local Schools and Training Institutes, in the Latin American Congress on Administration for Development (CLAD) and in various congresses.
	The only activity whose compliance has been limited is the design and development of educational resources since the operation of the INAP's "Compartir" (share) platform is currently being reviewed. When the new functionalities are available, the uploading of the resources of the courses for which INAP has acquired the intellectual property rights will be completed.
Next steps	

Milestone status	Start date	End date	Level of compliance
1. Identification of training needs: target groups and training objectives	Started	September 2017	Complete
2. Design of the training (content, format, and method).	Started	December 2017	Complete
3. Design and development of pedagogical resources (guides and activities).	January 2018	February 2018	Limited
4. Awareness day for officials of State, Autonomous and Local Schools and Training Institutes for public employees.	December 2017	December 2017	Complete
5. Implementation of training activities (face-to-face and online):			
5a. Training of trainers.	September 2017	June 2019	Complete
5b. Training of young civil servants who will participate in the Back to School programme	September 2017	June 2019	Complete
5c. Training of heads of planning units.	September 2017	June 2019	Complete
5d. Training of staff of offices of attention to the public.	September 2017	June 2019	Complete
5e. Training of social network managers.	September 2017	June 2019	Complete
5f. Training of public officers.	September 2017	June 2019	Complete

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5g. Training of trainee civil servants.	September 2017	June 2019	Complete
5h. Training activities on Open Government in the inter-administrative plan.	September 2017	June 2019	Complete
6. Training in Open Government at Spanish Cooperation Training Centres in Latin America	January 2018	June 2019	Complete
7. Presentation of the Third Plan on Open Government in the Latin-American Administration Centre for Development (CLAD).	November 2017	November 2017	Complete
8. Review of selective programmes for access to public service and incorporation of contents on open government.	June 2017	January 2018	Complete
9. Processing of the Royal Decrees by which the Public Employment Vacancies are approved.	June 2017	June 2019	Complete
10. Inclusion on the agenda of the Public Employment Coordination Committee meeting to report on actions on selective processes in the AGE in relation to open government.	June 2017	June 2019	Complete
11. Intermediate assessment of training.	July 2018	October 2018	Complete
12. Final assessment of the training.	July 2019	October 2019	Not started (future)
13. Creation of an Alumni Network on Open Government.	January 2018	June 2019	Complete

Contact information		
Institution responsible for implementation		Ministry of Territorial Policy and Civil Service. General Directorate for Public Governance, General Directorate of the Civil Service and INAP
Other actors involved	Ministries, departments, institutions.	Ministries, AECID, Autonomous Communities and FEMP.
	CSOs, private sector, multilateral organisations, working groups	CSOs, academic world, Consumer and User Associations, Third Sector Platform, and other civil society representatives.
Additional information		

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5.2 Awareness raising and training of civil society	
Start and end date: July 2017 - April 2019	
Institution responsible for the implementation	Ministry of Territorial Policy and Civil Service.
Description of the commitment	
What is the public problem that the commitment addresses?	There is no generalised knowledge in civil society of the different mechanisms that exist for participation in the procedure for drawing up regulations, or in the design of public plans and programmes or other instruments of participation in public affairs, which could contribute to a certain amount of citizen disaffection, scepticism and lack of motivation in society's relations with the public powers and, more specifically, with the Administration.
What is the commitment?	Disseminate information to citizens about their rights in their dealings with public Administrations, publicise the mechanisms for participating and collaborating with them, as well as bringing Administration closer to citizens and stimulating participation through information and training on existing mechanisms.
How will this contribute to solving the problem?	Development and dissemination of information and training resources that are open, free, and available to citizens, as well as the organisation of disclosure activities of the public offices at open days and activities to communicate directly with citizens by public employees in their home towns.
Why is it relevant to OGP values?	The aim is for the values of **transparency, accountability, and participation** to be assumed by citizens and understood as principles that should be present in their relations with the Administration.
Additional information	

Level of compliance	Not started	Limited	Substantial	Complete
				X

Description of results	**Development of didactic and informative material:** two editions of a MOOC on education in open government have been carried out, aimed at all those people who want to know about open government, its values, and its application. In addition, guides to education in open government have been published for Primary, Secondary and Baccalaureate Education.
	Open Government Week: the week of 7 to 11 May 2018 Spain participated in the Open Government Week, as the country of the OGP that carried out the most events (347 programmed activities). This week served to disseminate the values of open government and to bring the public Administrations and citizens closer together. Events were organised in all Spanish provinces and there was participation from all three levels of government (central, regional, and local). In 2019, the second Open Government Week was organised, to be held in March. However, due to the call for General Elections, its celebration was suspended.
	Awareness campaign through the media and social networks: the

	values of open government, the Third Open Government Plan and the Open Government Week have been disseminated through various media: congresses, conferences, round tables, social networks, the Transparency Portal, the media, etc.
	Open government in your city: two events have been held in 2019 within the framework of this programme. The first event, held in Jaen on 4 March, was organised in collaboration with the FEMP and discussed women, transparency, and digital citizenship. The second event took place in Brussels on 27 and 28 March. It was a visit by the Standing Commission of the Open Government Forum to the European Commission and the Permanent Representation of Spain to the EU, where European policies on open government were discussed.
Next steps	

Milestone status	Start date	End date	Level of compliance
1. Development of teaching materials (Online Open Courses) and information materials (Open Government Guide), on citizens' rights and participation mechanisms, open to citizens and civil society organisations.	July 2017	December 2017	Complete
2. Open days in public services of the different public Administrations.	April 2018	April 2019	Complete
3. Awareness-raising campaign through media and social networks, in collaboration with Autonomous Communities, Autonomous Cities, Local Authorities and Civil Society Organisations.	March 2018	April 2019	Complete
4. "Open Government in Your City" programme, with the voluntary participation of public employees, in collaboration with the FEMP, to organise communication events on open issues and civil society organisations.	April 2018	April 2019	Complete

Contact information		
Institution responsible for implementation		Ministry of Territorial Policy and Civil Service. General Directorate for Public Governance and National Institute of Public Administrations (INAP)
Other actors involved	Ministries, departments, institutions.	Ministries, AECID, Autonomous Communities and FEMP.
	CSOs, private sector, multilateral organisations, working groups	CSOs, academic world, Consumer and User Associations, Third Sector Platform, and other civil society representatives.

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5.3 Education in open government

Start and end date: July 2017-June 2019	
Institution responsible for the implementation	Ministry of Education and Vocational Training and Ministry of Territorial Policy and the Civil Service
Description of the commitment	
What is the public problem that the commitment addresses?	Need to train students on the principles of open government for the development of social and civic skills.
What is the commitment?	Train teachers on open government so that they can transmit their values to their students and so that they can develop social and civic skills for the exercise of democratic citizenship.
How will this contribute to solving the problem?	Teaching guides will be prepared for the different educational stages, training courses will be given to teachers and training activities will be carried out for students, as well as complementary activities in the educational centres and administrative offices of interest.
Why is it relevant to OGP values?	The values of **transparency, accountability and participation** are to be assumed by the students so that they can be the motors of democratic citizenship.
Additional information	

Level of compliance	Not started	Limited	Substantial	Complete
				X

Description of results	The **Open Government Education Guides** for Primary, Secondary and Baccalaureate students have been developed and published to provide teachers and students with teaching materials for training in open government. The guides have been co-published by the Ministry of Territorial Policy and the Civil Service and the Ministry of Education and Vocational Training, in both paper and digital formats. The Secondary School guide was edited and published in the 2017/2018 academic year and the Primary and Baccalaureate School guides in the 2018/2019 school year. All of them are available, free of charge, both on the Transparency Portal and on the website of the National Institute of Educational Technologies and Teacher Training (INTEF) and in the Catalogue of Publications of the Ministry of Education and Vocational Training. During the 2018/2019 academic year, the guides have been translated into the co-official languages (Catalan, Basque, Galician and Valencian), as well as into English and French. Two editions of a **massive open online course (MOOC)** on Education in Open Government have been held, aimed at all citizens and especially at teachers. The MOOC has been organised by INTEF with the collaboration of the General Directorate for Public Governance. The second edition of the MOOC, held between October 2018 and April 2019, has concluded with a Web Marathon, in which the participating teachers have shared their pedagogical projects, being able to obtain a certificate of 70 hours

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	of training. Various pilot activities have been developed for open government education in **schools**: • In the 2017/2018 academic year, the first pilot experience took place with Secondary Education students, in which 21 schools participated: in 8 Autonomous Communities and in Portugal. • In the 2018/2019 academic year, the project has been extended to include Primary Education, Baccalaureate and to an official language school, with the participation of 18 centres in 8 Autonomous Communities, in Morocco and in France.
Next steps	Extend the project to other areas, such as the University.

Milestone status	Start date	End date	Level of compliance
1. Development of open educational resources by the Ministry of Education and Vocational Training: Development of open government guides for the following levels of education:			
1.1 Secondary	July 2017	November 2017	Complete
1.2 Primary and Baccalaureate	October 2017	June 2018	Complete
2. Dissemination of resources through the education blog, transparency portal, INAP, social networks, etc. and the Open Government Sectoral Commission.			
2.1 Secondary	November 2017	Academic year 2017-18	Complete
2.2 Primary and Baccalaureate	November 2017	Academic year 2018-19	Complete
3. On-line teacher training by the Ministry of Education and Vocational Training available to all public Administrations.	February 2018	February 2019	Complete
4. Execution of the training activity in Ceuta, Melilla, and centres abroad, Autonomous Communities of Asturias, Galicia, Madrid and Valencia and other Autonomous Communities that join.	Academic year 2017-18	Academic year 2018-19	Complete
5. Carrying out complementary activities with the students, both in educational centres and in public Administrations offices.	Academic year 2017-18	Academic year 2018-19	Complete
6. Dissemination of this activity through the General Education Commission.	2017	2018	Complete
7. Design of the Training Assessment (Ministry of Education and Vocational Training)	2018	2019	Complete

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Contact information		
Institution responsible for implementation		Ministry of Education and Vocational Training and Ministry of Territorial Policy and the Civil Service
Other actors involved	Ministries, departments, institutions.	Autonomous Communities of Asturias, Galicia, Madrid, Valencia, Ceuta, and Melilla Autonomous Cities. Other Autonomous Communities and Local Authorities that join.
	CSOs, private sector, multilateral organisations, working groups	
Additional information		

Annex II: Assessment of public participation in the Third Open Government Action Plan of Spain

Assessment of Public Participation in the Third Open Government Action Plan of Spain

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1.- Introduction

1.1.- Aim

The Third Open Government Action Plan of Spain contains twenty commitments articulated around five axes: collaboration, participation, transparency, accountability, and training. One of these commitments is the *Observatory on Participation (diagnosis and recommendations phase)*, which consists of a fourfold diagnosis, including an assessment of participation in public plans and programmes, of the state of participation in the sphere of the Spanish Public Administration (AGE).

The purpose of this report is to collect the results of the assessment of the **participation** p**rocess developed by the General Directorate for Public Governance during the design, implementation and assessment phases of the [Third Open Government Plan of Spain](#)**. The aim is to contribute to the diagnosis of the situation of participation in plans and programmes in accordance with the standards of the *Open Government Partnership* (OGP), in order to identify good practices and areas for improvement in the development of effective participation strategies.

1.2.- Methodology

The methodology for assessing public participation in plans and programmes has been designed by a working group set up at INAP, in which experts from the services and open government inspectorates of the various ministerial departments have participated under the direction of Professor Alvira. This methodology includes the following phases:

1. *Preliminary study through documentary analysis of the information published on the corresponding website*. For the assessment of the Third Open Government Plan, the subject of this report, the Open Government area of the National Government's Transparency Portal website accessible at: http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto.html

2 *Interview with the managers of the Plan under analysis*. The personal interview is focused by means of an **assessment questionnaire of public participation** (Annex IIa). This questionnaire, made up of thirty-two questions, aligned with the **basic standards of participation** and co-creation of the OGP, has the objective that the people in charge of each Plan, who are interviewed, enrich the information contained in the documents included in the corresponding web space, to describe the participatory process developed in relation to the elaboration, implementation and assessment of the results of the Plan in detail.

3. Assessment of the information obtained in the two previous phases on the process of participation in the elaboration, implementation, and assessment of each Plan, in accordance with the results of the questionnaire and the application of the basic standards of participation established by the OGP.

4 Formulation of conclusions and recommendations, allowing the managers of each Plan to establish areas for improvement and to undertake initiatives to ensure the effectiveness of public participation in future plans and programmes.

In accordance with the established methodology, the following activities have been developed for the assessment of participation in the Third Open Government Plan

- Consultation of the web space of the Open Government area of the Transparency Portal in which the documentation on the Third Open Government Plan is published, compilation of the information and documentation published therein and description of the participatory process.
- Meeting with the managers of the Third Plan to request additional documentation and conduct the interview to complete the assessment questionnaire.
- Review and analysis of the documentation and results of the questionnaire and codification of the questionnaire for the development of indicators.
- Preparation of the assessment results report.
- Review of the conclusions and recommendations by those responsible for the Third Plan.

1.3.- Structure of the report:

This **Assessment Report on Public Participation in the Third Open Government Action Plan of Spain 2017-2019** is structured in four sections:

1. Identification and basic data of the Plan, in which all the documentation available on the website and the context in which the development of the Third Plan, its structure and objectives, are analysed.
2. Description of the participation process, identifying the different phases in which there has been public participation in the Plan, as well as the mechanisms used and actors involved.
3. Assessment of the participation process, in which the information obtained from the documentary analysis is analysed, in the personal interview and through the completion of the assessment questionnaire by the Plan's managers, in accordance with the selected value criteria.
4. Conclusions of the assessment and recommendations for the improvement of the public participation process in the design, implementation, and assessment of the Fourth Open Government Plan

Finally, the completed assessment questionnaire and its codification are included as Annexes IIa and IIb.

2.- Third Open Government Plan of Spain

2.1.- Background

Spain has been a member of the OGP since April 2011. The aim of the Partnership is to strengthen the links that unite citizens with their governments by establishing more appropriate channels of dialogue so that the latter can be more involved in the development of public policies.

The OGP is an international platform where member countries present their commitments to carry out reforms to ensure that their governments are accountable, open to society and more responsive to their citizens. Since its founding, the Partnership has grown from its initial 8 member countries to its current 75. In all of them, government and civil society are working together to develop and implement ambitious reforms around open government.

To achieve its objectives, the OGP has established a two-year schedule of actions, ranging from the design of each Open Government Action Plan to the implementation and continuous assessment of its results. During the execution of the measures included in each Plan, independent evaluations (Independent Reporting Mechanism (IRM)) are carried out on the progress and degree of compliance with its commitments.

Since Spain joined the OGP, two Open Government Action Plans have been developed, the second of which ended in 2016. The improvement of the management model of Open Government actions and the learning that the implementation of these two previous plans has entailed, together with the recommendations of the IRM and the OGP, were taken into account by the General Directorate for Public Governance (hereinafter DGGP, by its initials in Spanish) in designing the participatory process that was developed during the first half of 2017 for the drafting of the **Third Open Government Plan for the period 2017-2019**, currently in the implementation phase.

For the first time, this process involved all Public Administrations (AGE, Autonomous and Local), as well as civil society, thus guaranteeing a plural approach in its conception and development, in accordance with IRM recommendations. The participation process started at the time of designing the Third Plan culminated in the creation of an Open Government Forum, with a parity composition, in which the aforementioned actors are represented.

2.2.- Objectives of the Third Open Government Plan

The Third Open Government Plan has three basic objectives:

- First: to strengthen the mechanisms for participation and dialogue with Civil Society, ensuring that the actions of the Open Government respond to the real needs of citizens.
- Second: to ensure inter-administrative cooperation between the different levels of administration (state, autonomous community and local) in order to promote joint Open Government initiatives in line with the reality of the Spanish State.

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- Third: strengthen the foundations of the Open Government and lay the foundations for action beyond the Third Plan.

2.3.-Development of the Third Open Government Plan

The development process of the Third Open Government Plan, presented on 27 June 2017, was structured in three phases:

Preparatory Phase I.

Phase II of approval of the Plan and constitution of a Multi-sectoral Forum.

Phase III of implementation and assessment of the Third Plan.

Since the beginning of this process, the DGGP has been publishing all the documents related to the Plan in the Open Government Section of the Transparency Portal under the name "Third Action Plan": schedule, roadmap, initiatives, public comments, reports assessing the proposals, information notes on the different activities and the draft and final text of the Plan, as well as monitoring the degree of compliance. All documentation can be found at the following link:

http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/aIIIPlanAccion.html

2.3.1.- Preparatory phase

During the design phase of the Plan, the collaboration of the three Public Administrations and Civil Society was permanently available, involved through a consultation space set up in the Transparency Portal of the Spanish Public Administration, where all the information generated during this process was included: initiatives and comments from the public, the different drafts of the Plan and the final version of the Plan.

In this participatory web space, any citizen or Civil Society organisation could contribute ideas and express their opinions during the whole process of drafting of the Plan.

The preparatory phase consisted of six activities:

Activity 1: Preparation of the work plan.
Activity 2: Publication of the work plan and proposals received and invitation to meetings.
Activity 3: Diagnosis of the situation and assessment of the proposals received.
Activity 4: Publication of assessments and selected proposals.
Activity 5: Awareness campaign and opening of new public information period.
Activity 6: New public information period.

Activity 1: Preparation of the work plan

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The General Directorate for Public Governance maintained contacts and meetings with the administrations of the Autonomous Communities and the Spanish Federation of Municipalities and Provinces (FEMP), as well as with various civil society organisations to ensure that the preparation of the Plan had a participatory approach, maximising collaboration and debate during the design phase.

It is worth noting that at the time of preparation of the Plan there were no specific forums or bodies to formalise collaboration with the Autonomous Communities and Local Authorities, so it was necessary to create an Open Government Sectoral Commission, with representation from all the Autonomous Communities, the Autonomous cities of Ceuta and Melilla and the Local Authorities represented through the FEMP. Likewise, the main Civil Society actors involved in the process were identified in each of the areas.

The list of contacts and meetings that took place in the preparatory phase of the work plan is documented in: *Information Note on Phase I Activity 1 of the road map*

Activity 2: Publication of work schedule and proposals received and invitation to civil society representatives to participate in meetings

The DGGP published the schedule and the roadmap for the approval of the Third Open Government Plan on the Transparency Portal. Likewise, various contacts were established and meetings were held to encourage participation in the design of the Plan by the various Public Administrations (Spanish Public, Autonomous and Local Administrations) and representatives of Civil Society.

In addition, a public consultation process open to citizens was developed in 2016, and twenty-two proposals were received from Civil Society. In turn, the Ministries, some Autonomous Communities and the Spanish Federation of Municipalities and Provinces made another twenty-one proposals.

The schedule, the roadmap and the rest of the actions can be consulted in the following links:

Schedule for the approval of the Third Open Government Plan

Detailed document of the Road Map for approval of the Third Plan.

Schedule of meetings of the Third Open Government Plan.

Presentation on the Preparation of the Third Open Government Plan

Follow-up of the Third Open Government Action Plan.

Proposals received from the ministries.

Information Note on Phase I Activity 2

Activity 3: Diagnosis of the situation and assessment of the proposals received

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In order to diagnose the situation and assess the proposals received from both the public Administrations and civil society, meetings were held with government representatives through the Open Government Sector Committee, which brings together representatives of the AGE, the Autonomous Community authorities and of the Autonomous Cities and Local Authorities through the FEMP. Meetings of the Open Government Inter-Ministerial Working Group were also held. Both the diagnosis made by these public actors and their contributions were taken into account for the assessment of the proposals received.

In addition, meetings were held with pro-transparency non-profit associations and foundations, professors and lecturers from Spanish Universities, representatives of consumer and user associations, the third sector platform and academics from the Royal Academy of Moral and Political Sciences.

The meetings held and their conclusions are available at

Information Note on Phase I Activity 3

Activity 4: Publication of the summary of the first assessments of the proposals received

As a result of the assessment of the proposals gathered in the previous activity, the DGGP prepared a report which firstly included the vision of all the actors involved, who agreed on the convenience of selecting a moderate number of commitments, which were realistic and preferably of a transversal nature and which were articulated around major axes so that the Third Plan would not be a mere compilation of scattered proposals without a guiding thread.

Likewise, emphasis was placed on the convenience of selecting measures taking into account the contributions of all parties and seeking points of contact, as well as the importance of promoting lines of inter-administrative cooperation to harmonise criteria and practices.

The content of the proposals made by Civil Society and their assessment are set out in:

Assessment report of the proposals received

Activity 5: Awareness campaign on the opening of a new public information period and timetable

Between 7 and 16 April 2017, an awareness campaign was carried out both through the Transparency Portal and the social networks (Twitter), as well as through direct communication of the new deadline to the various interlocutors at the Plan's preparatory meetings. The aim of this campaign was to encourage maximum public participation in the consultation of the Third Open Government Action Plan, which took place between 17 and 30 April 2017.

Activity 6: New public information deadline

The public information process to gather the citizens' initiatives was developed in the foreseen schedule, from 17 April to 30 April 2017, through a participation form so that the citizens and the

Self-assessment report of the Third Open Government Action Plan

organisations of Civil Society could make their proposals to be included in the draft of the Third Plan and they were informed of the criteria that would be taken into account for the assessment of the proposals. As a result of this consultation process, nineteen proposals were received from Civil Society.

The results of this process and of the assessment criteria publicised for the formulation of proposals are set out in

http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/aIIIPlanAccion/NuevasAportacionesIIIPlanGA.html

http://transparencia.gob.es/transparencia/dam/jcr:f214685c-74e3-4bb8-bd1c-3a933ce31ac6/2017_Informe_Valoraci%C3%B3n_Propuestas_Abril.pdf

2.3.2.- Phase II of approval of the Plan and constitution of a Multi-sectoral Forum
The following activities were carried out during this second phase:

Activity 7: Drafting of the Third Plan and dissemination for comments

In accordance with the published criteria, the contributions received during the 2nd public information period were assessed. And finally, on 12 May, the draft Plan was published.

Subsequently, a new period of public consultation was opened between 12 and 26 May 2017 to receive comments on the draft of the Third Plan.

Once the comments were received, they were assessed and two meetings were held to discuss the draft Plan, which were as follows:

- 1. Joint meeting of the Open Government Sectoral Commission with representatives of civil society: Academics, Professors, Consumer Associations and Non-Profit Associations and Foundations.
- 2. Meeting of the Open Government Sectoral Commission, with the attendance of the representatives of the Spanish Public Administration (AGE), the Autonomous Communities (AC), and the Spanish Federation of Municipalities and Provinces (FEMP)

The documentation generated regarding this activity can be accessed in the indicated links:

Draft of the Third Plan.

Comments received on the draft of the Third Plan.

Assessment report of the observations.

Information note on the meetings.

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Activity 8: Approval of the final version of the Third Plan

In June 2017, the final text of the Third Open Government Action Plan of Spain 2017-2019 was approved, which can be found in *See the Third Action Plan of Spain 2017-2019*.

2.3.3.- Phase III of execution and assessment of the Third Plan

The most important milestones in this phase are as follows:

- **Establishment of the Open Government Forum**

On 20 February 2018, Order HFP/134/2018 of 15 February establishing the Open Government Forum was published in the Official State Gazette, with the aim of institutionalising collaboration and strengthening permanent dialogue between Public Administrations and Civil Society on matters related to collaboration, transparency, participation, and accountability.

Representatives of the inter-agency group who had been participating in the Plan's preparatory meetings during the Plan's preparation and approval phases were invited to participate in the forum, and a new deadline was opened for the submission of new applications to participate in the Open Government Forum, so that other representatives of civil society could participate in the forum.

The Forum, following the recommendations of the OGP, has a parity composition and is composed of the President and sixty-four members, thirty-two representing Public Administrations and thirty-two representing civil society. This space for meeting and permanent dialogue functions in a plenary session, in a Standing Commission and in working groups, with the same number of representatives from the Public Administrations (PA) and from civil society.

By agreement of the Plenary, three working groups have been set up on collaboration and participation, on transparency and accountability and on awareness raising and training.

All documentation relating to the Forum is available at

http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/ForoGA.html#pleno

The basic lines of the Forum and its organisational and operational rules were discussed and agreed upon in advance at various meetings with the Autonomous Communities and civil society. These are the links to the information notes on the meetings:

http://transparencia.gob.es/transparencia/dam/jcr:29c1df9e-77b0-4560-8a0b-639de70609c2/C1_2_A2_14_09_17_Nota_Informativa_Reuni%C3%B3n_Comision_vdef.pdf

http://transparencia.gob.es/transparencia/dam/jcr:7e1732d7-6fa4-4032-b583-49e96ae16a81/C1-1_A04-05_15-10-17_NOTA%20INFORMATIVA_Reunion_Soc_Civil.pdf

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- **Participatory web space**

In order to provide information on the Plan, from the beginning of its implementation in January 2018 a monitoring system was established for the Plan, which is published in the Transparency Portal. In order to ensure that citizens have access to the monitoring of the Third Plan, and executing one of the measures contained therein, a participatory web space has been created with information on all the data on the execution of the Plan.

Through this space, information is provided to Civil Society on the degree of compliance with the objectives of the Plan, which is updated on a quarterly basis. Furthermore, through this same space, citizens can send, by means of a form, their contributions, and comments on the execution of the Plan, its progress and compliance with its commitments.

The progress of the Plan's commitments is also reported during the meetings of the working groups, Standing Commission and Plenary of the Open Government Forum.

Consultations with civil society on the progress of the Plan are planned to coincide with the mid-term and final self-assessments of the Plan.

The documentation corresponding to this activity can be consulted:

Follow-up of the Third Open Government Action Plan

Feedback form

- **Open Government Forum Working Groups**

The working groups, dependent on the Open Government Forum, are spaces for reflection and debate in which representatives of Public Administrations and Civil Society share information and experiences, generate knowledge, and contrast their respective points of view on Open Government. Their functions are:

- Conduct studies on specific Open Government issues.
- Formulate proposals to the Standing Commission.
- Inform the Plenary of the Open Government Forum and its Standing Commission of its activities and results.

As mentioned above, by agreement of the Forum's Plenary, three thematic working groups have been set up in line with the structure of the Third Plan:

- Collaboration and Participation Working Group.
- Transparency and Accountability Working Group.
- Working Group on Awareness and Training.

Since its establishment, and up to the time of writing this report, ten meetings of the working groups of the Open Government Forum have been held, in addition to those of the Forum and the Standing Commission.

Information notes on the meetings of the three Working Groups are available at

Self-assessment report of the Third Open Government Action Plan

3.- Description of the participation process

Public participation in the Third Plan has been carried out, as indicated in the previous section, in all phases of development of the Third Plan once the general objectives of the OGP have been established.

The following is a detailed description of the process of Civil Society participation in the Third Open Government Plan.

3.1.- Participants

After defining the areas of possible interest for Civil Society and Public Administrations, the potential participants were identified according to the following process:

1. **Associations and Non-profit Foundations**

Through the Transparency Portal, those organisations with the following characteristics were invited to participate in the preparatory meetings for the Third Open Government Plan:

- To be a private, non-profit association or foundation.
- Be registered in a Spanish public register at a national or regional level corresponding to its legal nature.
- Ensure democratic participation and act transparently in the development of its social activities and accountability.
- That its social purpose is related to activities of open government and transparency.
- Have developed or participated in activities or projects related to open government and transparency in the last three years.

2. **Representatives of the Academic World**

The Ministry of Education, Culture and Sport was asked to appoint four academics from the Royal Academy of Moral and Political Sciences to participate in the preparatory meetings.

3. **University Professors and Lecturers**

The Centre for Political and Constitutional Studies was asked to appoint six professors and lecturers from Spanish Universities in different geographical areas to participate in the preparatory meetings for the Third Open Government Plan.

4. **Representatives of consumer and user associations**

The Spanish Agency for Consumer Affairs, Food Safety and Nutrition was asked to collaborate so that the Council of Consumers and Users, a collegiate advisory and participation body in this field, would appoint four representatives of consumer and user associations to participate in the preparatory meetings for the Third Open Government Plan.

5. Third Sector Platform

Although they did not participate in the preparatory phase, this Platform was subsequently contacted, as representatives of Civil Society, and integrated as members of the Open Government Forum and its Working Groups. See: *Information Note Third Sector Platform Meeting 11/9/2017*

6. Participation of Autonomous Communities and Local Authorities

Taking into account the distribution of competences between the State and the Autonomous Communities, as well as those of the Local Authorities, it was considered essential to have their representation for the design, implementation, and assessment of the Plan.

Consequently, and as previously mentioned, on 6 March 2017, the **Open Government Sectoral Commission** was set up with the participation of the Spanish Public Administration and the seventeen Autonomous Communities, Autonomous Cities of Ceuta and Melilla and Local Authorities, represented through the FEMP. The Commission is a body for inter-administrative cooperation and a forum for the exchange of experiences and challenges with representation of the three levels of Public Administrations. Likewise, the Autonomous and Local Administrations are also members of the Open Government Forum and its Working Groups.

The meetings and information notes of the Sectoral Commission are available at

http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/ComisionGA.html

7. Spanish Public Administration

The **Open Government Inter-Ministerial Group** comprises representatives of all the AGE ministries, each of which has an Open Government interlocutor.

8. The participation of experts, as **observers**, was also encouraged. Thus, contact was made
   - with the **Federation of Associations of Journalists of Spain** (FAPE) to invite them to participate as observers

   Information Note FAPE Meeting 27/11/2017

   - with the **Council for Transparency and Good Governance;**
   - and with the **Spanish Data Protection Agency.**

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3.2.- Levels of participation

3.2.1.- Public information and continuous participation

The AGE's Transparency Portal has been set up to provide information, including all the documentation generated during the Plan drafting process, citizens' initiatives and comments, draft plans, and the final text of the Plan. This web space also provides access to all related information and links. It contains all the documents, schedules, road maps, follow-up reports on the Plan, comments from civil society, minutes, and information notes from the meetings.

At the same time, it is a participatory space through which any citizen or civil society organisation can participate by contributing ideas and opinions throughout the Plan drafting process, its implementation, and its assessment.

3.2.2.- Public Consultation

The public consultation process was articulated through an early involvement that was carried out, as indicated in section 2 of this Report, by developing an awareness campaign through social networks and the Transparency Portal, as well as through direct communication with identified participants. The purpose of the campaign was to encourage participation in the consultation on the Third Open Government Plan, informing about the opening of the public information and media deadlines through which citizens and their representative organisations could participate.

Once the awareness campaign was completed, the General Directorate for Public Governance submitted the process of drawing up the Plan to public consultation at three different times, two of which were for the collection of possible citizens' initiatives or proposals for the preparation of the Draft of the Third Plan, indicating the criteria that would be taken into account for the assessment of the proposals; and a third, once the draft had been prepared, for receiving citizens' comments on it. The schedule of consultations and their results is set out below:

- First public consultation procedure. It was carried out, **after the completion of the Second Open Government Action Plan, in the months of July to September 2016, to gather possible initiatives from Civil Society.**
- Second public consultation procedure. It took place between 17 to 30 April 2017 to collect proposals from Civil Society.
- Third public consultation procedure. It took place from 12 to 26 May 2017, in order to receive comments from citizens and Civil Society organisations on the draft of the Third Plan.

3.2.3.- Active participation

All the agents involved, Public Administrations, Civil Society organisations and all citizens, have played an active role in the decision-making process and in the preparation of documents, both throughout the process of drawing up the plan, in the previous meetings held with Civil Society, and throughout the process of implementing the plan, through the working groups of the Open Government Forum.

In addition to the three public consultation processes developed, it is worth highlighting the constitution of the Open Government Forum with equal representation of the Administration and Civil Society, as well as through its Working Groups that allow to ensure the accessibility to the documentation and the active participation of its members in the decision-making process related to the Third Plan.

Public participation in the assessment phase of the Plan is also foreseen. Access to its monitoring is carried out through the participatory web space and the citizens can make their comments and observations by means of a form.

4.- Assessment of the participation process

In order to assess the process of participation in the Third Spanish Open Government Plan, the information available on the Open Government website of the Transparency Portal, as well as the answers provided by the Plan's managers when completing the assessment questionnaire (Annex IIa), have been taken into account.

4.1.- Assessment of participation[2]

Q1.- Participation of Civil Society:

Civil society has been involved throughout the development phase of the Plan and is participating in the implementation and monitoring phases of the Plan. In the assessment phase of the Plan, there is no participation by civil society, as the period of execution of the Plan, scheduled for June 2019, has not yet ended. In the design of the Plan, there is provision for participation, both in the intermediate self-assessment and in the final self-assessment of the Plan, through consultations with Civil Society on the progress of the Plan.

From the phases prior to the drafting of the Plan (initial documents), until the approval of the final Project of the Plan, citizen participation takes place in different ways: consultations through public information processes, meetings with Civil Society organisations, informative sessions, with invitation to different interested actors.

In the implementation and monitoring phases of the Plan, participation is materialised through the Open Government Forum (plenary, standing commission and working groups), as well as through citizen access to the participatory web space available on the Transparency Portal.

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[2] The questionnaire used for the assessment of participation was developed during a seminar-workshop held from 22 February to 24 May, led by Professor of Sociology Francisco Alvira Martín, with the participation of representatives of the Inspectorates of Services and Open Government from different ministries, based on the document prepared by the OGP "*Standards of participation and co-creation".* This questionnaire served in turn as a guide for the interviews carried out with managers of the Third Plan.

All the information on participation is documented through detailed reports and notes referring to the topics discussed and their conclusions, which are published in the Transparency Portal, after consulting the participants in the working groups, where this information is generated, about their content

Q2.- Consultation prior to the preparation and publication of the results of the Plan:

As mentioned above, prior to the drawing up of the Third Plan, two public consultations were held and several invitations were extended to civil society organisations to participate in the meetings that took place in the preparatory phase of the Plan. Once the draft Plan had been prepared, a third public consultation was held to receive comments on it.

- 1st Public Consultation: after completing the implementation of the Second Open Government Action Plan, in the months of July to September 2016, to gather possible initiatives. Twenty-two proposals were received from Civil Society, available at the following link:
http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/aIIIPlanAccion/AportacionesIIIPlanGA.html
- 2nd Public Consultation: from 17 to 30 April 2017, for the drafting of the Draft of the Third Plan. A total of nineteen proposals were received from Civil Society, which can be accessed at the following link:
http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/aIIIPlanAccion/NuevasAportacionesIIIPlanGA.html
- In addition, the DGGP invited, on 21 February 2017, through the Transparency Portal, to participate in the meetings for the preparation of the third open government plan to civil society organisations that were interested and that had among their goals the consolidation of the values of the Open Government: transparency, participation, collaboration and accountability.
Information Note on Phase I Activity 2
- 3rd Public Consultation: 12 to 26 May 2017 another public consultation period was opened to receive comments on the draft of the Third Plan.

Q3.- When it started to have participants from the civil society and the citizens:

The General Directorate for Public Governance began to involve participants from civil society and citizens before the preparation of the first draft of the Third Plan, after completing the implementation of the Second Plan, in order to gather possible initiatives and proposals through the citizen consultation carried out in the months of July to September 2017. In addition, meetings were held both with the public actors involved and with civil society, which took place in the preparatory phase of the Plan. Evidence of the early involvement of civil society and citizens in this preparatory phase of the Plan can be found in the links provided in question two.

Once the draft Plan had been prepared, a third public consultation was held to receive comments on it.

Q4.- Selection of civil society participants

After identifying the key actors in the field of Open Government, representatives of the academic university world were contacted through the Centre for Political and Constitutional Studies; representatives of social interests, through the Spanish National Economic and Social Council and the Spanish National Council of Consumers and Users; the Third Sector Platform and representatives of civil society through the invitation of registered organisations and foundations whose aims include the consolidation of the values of Open Government, in accordance with the selection criteria publicised through the participatory web space.

> *Detailed document of the Road Map for approval of the Third Plan.*
>
> *Information Note on Phase I Activity 2*

Q5. Participation of all stakeholders

All the agents involved, Public Administrations, Civil Society organisations and all citizens, have played an active role in the decision-making process and in the preparation of documents, both throughout the drafting process of the Third Plan, in the previous meetings held with Civil Society, as well as throughout the process of implementing the Plan, through the working groups of the Open Government Forum.

In addition to the three public consultation processes developed, it is worth highlighting the constitution of the Open Government Forum with equal representation of the Administration and Civil Society, as well as through its Working Groups that allow to ensure the accessibility to the documentation and the active participation of its members in the decision-making process related to the Third Plan.

Additionally, using the participatory web space, any organisation or person can permanently participate in the implementation phase of the Plan.

Public participation in the assessment phase of the Plan is also foreseen. Access to its monitoring is carried out through the participatory web space and the citizens can make their comments and observations by means of a form.

Q6.- Publication of the participation processes

The roadmap for the approval of the Third Open Government Plan was published on the Transparency Portal, which included the schedule of the different meetings with civil society

participants, as well as the schedule of the work plan, the public consultation periods and invited civil society representatives to participate in the preparatory meetings. Likewise, as mentioned above, a dissemination campaign was carried out in networks and through the Portal to encourage participation in the drafting process of the Plan.

Detailed document of the Road Map for approval of the Third Plan.

Q7.- Has the timeline with participation phases and dates:

The schedule of activities for the development of the Third Open Government Plan, which included the phases of citizen participation, was published on the Transparency Portal.

Schedule for the approval of the Third Open Government Plan

Q8.- Definition and publication of participation mechanisms

As already mentioned in P6 and P7, participation mechanisms were defined and published in the Transparency Portal.

Q9.- Procedures for collecting, recording, and analysing feedback

The procedures for collecting and recording input were public consultations and pre-Plan meetings with civil society organisations. The in inputs were then analysed and the assessment reports of the proposals received were drawn up.

There were no requirements other than registration by name and e-mail address.

Assessment report of the proposals received

Assessment report of the new proposals received.

Q10.- Definition of criteria for considering input in decision making

The assessment criteria for input to the Third Open Government Plan 2017-2019 were published on the Transparency portal.

To this end, a form was made available on the Transparency Portal indicating that when making proposals citizens should take into account the following criteria:

- Not to lose sight of the objectives of the Open Government Partnership. This international organisation aims to make governments more transparent, more accountable, and more responsive to their citizens, in order to improve the quality of government and the quality of services that

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citizens receive. The proposals must therefore contribute to the development of the principles of transparency and access to information, accountability, and participation.

- The use of technology and innovation is also relevant to the extent that it facilitates openness and provides opportunities for information exchange, public participation, and collaboration.

- It is also important that the initiatives have a realistic and feasible goal that can be achieved within a period of two years (June 2017- June 2019).

- The fulfilment of this must be achieved through the implementation of clear, specific, and measurable activities.

- Finally, priority will be given to proposals that have a transformative impact on the public policies they affect and that unequivocally contribute to the openness of the Government.

http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/aIIIPlanAccion/NuevoPlazoInformacionPublica.html

Q11.- Design of spaces for participation in the drawing up of the Plan

A specific area in the Spanish Public Administration's Transparency Portal has been designed for participation in the drawing up of the Plan.

In addition, in compliance with the commitments included in the participation and collaboration axis of the Third Plan, a participatory web space has been created to allow citizens to access information related to the monitoring of its implementation.

http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/aIIIPlanAccion/CompromisosIIIPGA.html

Q12.- Information on how to access the spaces for participation

The Transparency Portal, in the Open Government area, has been providing specific information to facilitate citizen access to participation spaces in relation to the Third Plan. In addition, and in compliance with the commitments included in it, the participatory web space has been created to allow citizens to consult the quarterly progress of the Plan, both in general and broken down by axis, commitment, and activity. In addition, comments can be sent using the form provided for this purpose, which can be accessed in the monitoring detail of each commitment.

 http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto.html

In addition, and periodically, through social networks, public participation is promoted in the area of open government and thus to participate in the different phases of the Third Plan.

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Q13.- Public space available during all phases of the Plan:

An Open Government web space has been set up on the Transparency Portal covering all phases of the Plan and in whose design the Administration and Civil Society have also participated through the Open Government Forum and its Working Groups:
http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto.html

Civil society organisations were invited to participate in the meetings prior to the publication of the Plan, in order to be involved in its design.

Once the Plan was approved, civil society was able to make its contributions, in the Open Government Forum, as well as through the Participatory Web Space.

http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/ForoGA.html

http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/aIIIPlanAccion/CompromisosIIIPGA/comentarios.html

Q14.- Register of questions and answers about the inputs:

There is a register of citizen inputs in the Transparency Portal, as well as of the assessments of the proposals received, in the form of a summary information note, to avoid redundancy in the possible responses. However, there is no record of the individual responses to each of the citizen inputs, but rather a global assessment report in which the inputs are grouped together.

Proposals received:

http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/aIIIPlanAccion/AportacionesIIIPlanGA.html

http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/aIIIPlanAccion/NuevasAportacionesIIIPlanGA.html

Assessment of the proposals:

Assessment report of the proposals received

Assessment report of the new proposals received.

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Q15.- Information to participants about the context of the participatory process.

As indicated in question 6, the road map for the approval of the Third Open Government Plan was published on the Transparency Portal, which included the schedule of the various meetings with civil society participants, as well as the schedule for the work plan, the periods of public consultation and invited civil society representatives to participate in the preparatory meetings. Likewise, as mentioned above, a dissemination campaign was carried out in networks and through the Portal to encourage participation in the drafting process of the Plan.

In this Transparency Portal, all the background information on the First and Second Action Plans was also available, as well as the objectives of the Third Plan being prepared.

http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/aIIIPlanAccion.html

Q16.- Participation of civil society in the decision-making process

As already indicated in the Q2, civil society had the opportunity to participate both in the preparatory phase of the drafting of the Third Plan, through meetings between Public Administrations and Civil Society organisations as well as through the consultation process that took place between 17 and 30 April 2016. The result of this participatory process was the reception of 19 proposals that were taken into account for the drafting of the draft Plan.

Subsequently, in accordance with published criteria, the contributions received during the second public information period from July to September 2016 were assessed. Twenty-two proposals were received at this stage from Civil Society, available at the following link:

http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/aIIIPlanAccion/AportacionesIIIPlanGA.html

Several meetings were held with government and civil society representatives to take into consideration and make an initial assessment of the proposals already received after the summer 2016 consultation, for their possible incorporation into the Third Plan.

The result of these actions and their impact on the decision-making process can be seen in the following information note you can see in detail:

http://transparencia.gob.es/transparencia/dam/jcr:12e97e54-36b4-478f-a2f9-f6ca5cbcf2e3/Nota%20informativa%20%20Fase%20I%20actividad%203.pdf

http://transparencia.gob.es/transparencia/dam/jcr:63cecaa1-0ea3-434b-b8e5-898647b60c3d/Fase%20I_Actividad%204_Informe%20de%20valoraci%C3%B3n.pdf

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Half of the Plan's commitments are in response to proposals made during the consultations carried out during its preparation. This has made it possible to enrich the Plan with important commitments such as the creation of an Open Government Forum that Civil Society had been demanding.

Other citizen proposals included as commitments in the Third Plan are:

- Collaboration Axis: The Open Government Sectoral Commission.

- Participation Axis: Participation Observatory and Participatory Web Space.

- Transparency and access to information axis: improvement of the transparency portal.

- Training Axis: Training-Education in Open Government and awareness of civil society.

On the other hand, through the Open Government Forum, Civil Society can actively participate in the implementation phase, as well as citizens through the participatory web space, sending their comments or suggestions in the follow-up of the implementation of each of the commitments.

Q17.- Protocolised and known participation process:

The participation process is defined in the roadmap for the approval of the Third Open Government Plan. An awareness campaign was published and developed to encourage participation in the consultation of the Third Action Plan of the Open Government, through the Portal, Twitter, and communications to the different interlocutors in the preparatory meetings of the Third Plan. Information was provided on the deadlines for public information and a participation form was published on the website so that interested parties could make contributions during both the preparation and validation phase of the draft Plan, as well as for monitoring the implementation of the Third Plan.

Detailed document of the Road Map for approval of the Third Plan.

Q18.- Percentage of participation among the invited groups:

Participation of civil society organisations has been extremely high, since practically all the groups invited have participated in the meetings of the preparatory phase of the Plan. Once the Plan was published and the Open Government Forum was established, a new deadline was opened for submission of applications to join the Open Government Forum and participate in its implementation and assessment phases.

Fourteen organisations showed interest in the process and, following the assessment of the applications and taking into account the assessment criteria, published on the Transparency Portal, eight civil society organisations have been selected to be part of the Open Government Forum,

either as holders or as experts, since there is the possibility of convening them to the forum meetings, as experts.

Order HFP/134/2018 of 15 February establishing the Open Government Forum

Assessment report

Resolution of the Secretary of State for the Civil Service

Q19.- Citizen participation:

As indicated above, citizens have participated through open public information consultations, using an online form, on the Transparency Portal. Although a network campaign was carried out to encourage participation, it has been scarce: twenty-two and nineteen proposals in the two consultations for the preparation of the Plan. The requirements for sending contributions to the Third Government Plan were the completion of these data:

- Name and Surname

- E-mail address

Q20.-Publication of the criteria for selecting inputs, with the participation of Civil Society

The criteria for the assessment and recruitment of contributions were disseminated in the web space. These criteria were discussed in the meetings held with the civil society organisations prior to the process of drawing up the Plan.

http://transparencia.gob.es/transparencia/dam/jcr:41e6ef84-3d2f-4b42-8ae4-6d0ba051d574/Nota_Informativa_Fase_I_Actividad_1.pdf

Q21.- Publication of inputs to the Plan

In the participatory web space the inputs of civil society organisations have been published both through the meetings held and those formulated through the three consultation processes developed for the drafting of the Plan. These inputs are included in:

http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/aIIIPlanAccion/AportacionesIIIPlanGA.html

http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/aIIIPlanAccion/NuevasAportacionesIIIPlanGA.html

http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/aIIIPlanAccion/ObservacionesBorradorIIIPlanGA.html

Q22.- Percentage of civil society inputs transferred to the Plan:

As mentioned above, in the preparation of the Third Spanish Open Government Plan, two public information procedures were opened for the submission of proposals, one in 2016 and the other in 2017. In 2016, twenty-two proposals were received and in 2017, nineteen proposals were received from civil society. Some of these proposals had points of coincidence between them and were formulated in a scattered manner.

For the selection of proposals to be incorporated into the Plan, during the Plan's preparatory meetings, emphasis was also placed on the convenience of selecting measures taking into account the inputs of all parties and seeking points of contact. By common agreement, those most connected to the concept of Open Government, with a more transversal and innovative character and with greater potential impact were taken into consideration, while the rest were discarded.

Finally, several initiatives proposed by Civil Society were included in the Plan, leaving out another series of proposals that were in the parliament, included in the Proposal for an Integral Law on the Fight against Corruption and Protection of Whistle-blowers, presented in the Congress of Deputies on 23 September 2016. (It is difficult to quantify the proposals included in the Plan because several of them were included grouped around five major axes, giving rise to commitments as broad as the Open Government Forum, which brings together several of them).

It should be noted that 50% of the commitments included in the Plan (10 of the 20) are directly related to one of the citizen proposals made by the Independent Review Mechanism.

Paragraph 2(e) of the plan (page 22 and following) details the proposals that have led to the adoption of commitments:

http://transparencia.gob.es/transparencia/dam/jcr:540931bc-376c-43a7-8bd7-1569006e97cd/Spain_III_Plan_GA_v2018_vf.pdf

Q23.-Publication of the inputs that were incorporated into the plan and the reasoned justification for their incorporation

The inputs made by both civil society organisations and citizens through the forms provided in the three consultation processes have been published in aggregate form through the dissemination of the corresponding notes. These notes can be consulted in the following links:

http://transparencia.gob.es/transparencia/dam/jcr:41e6ef84-3d2f-4b42-8ae4-6d0ba051d574/Nota_Informativa_Fase_I_Actividad_1.pdf

http://transparencia.gob.es/transparencia/dam/jcr:63cecaa1-0ea3-434b-b8e5-898647b60c3d/Fase%20I_Actividad%204_Informe%20de%20valoraci%C3%B3n.pdf

http://transparencia.gob.es/transparencia/dam/jcr:f214685c-74e3-4bb8-bd1c-3a933ce31ac6/2017_Informe_Valoraci%C3%B3n_Propuestas_Abril.pdf

http://transparencia.gob.es/transparencia/dam/jcr:708093a7-8d04-43f3-a6bc-08b4b11d8e29/informe-valoracion-20-06-2017.pdf

Moreover, all the notes of the debates for the drafting of the Third Plan are published in the web space.

Q24.- Open and regular meetings with Civil Society in the implementation phase of the Plan:

After defining and publishing the Third Open Government Plan, meetings of the Plenary of the Open Government Forum, its Standing Commission and the 3 working groups (Collaboration and Participation, Transparency and Accountability, Awareness Raising and Training) are held among representatives of the Public Administrations and Civil Society to follow up on the plan's commitments, which are held at least every three months.

The notes of the meetings held periodically are collected on the website:

http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/ForoGA.html

Q25.- Participation of Civil Society for the improvement of the implementation of the Plan:

As indicated above, through the Open Government Forum and its working groups, civil society participates permanently in the monitoring of the Plan (Collaboration and participation, Transparency and accountability, Awareness raising and training). It is planned to hold consultations with civil society, through the Open Government Forum, on the progress of the Plan and on how to improve its implementation, making these consultations coincide with the mid-term and final self-assessment of the Plan.

Q26.- Publication on the web of reports on the fulfilment of objectives every 3 months:

A participatory web space has been set up on the Transparency Portal where the status of each of the Plan's commitments can be consulted and where citizens can also make comments and contributions using a web form. The state of progress of the Plan is published quarterly.

http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/aIIIPlanAccion/CompromisosIIIPGA.html

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Q27. Publicising explanations for delays in the implementation of the Plan

By means of a colour graphic system, citizens can visualise the degree of compliance with each of the commitments included in the plan, with an accompanying table explaining the reasons which, if applicable, may have led to the delay of its start or the delay in its execution.

http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/aIIIPlanAccion/CompromisosIIIPGA.html

Q28. Existence of space for public participation on compliance reporting.

One of the commitments included in the Third Plan is to set up a participatory web space where citizens can report on the degree of implementation of the commitments for each of the Plan's axes and where they can make their contributions and comments. This space has already been set up at:

http://transparencia.gob.es/transparencia/dam/jcr:cfb8c3a4-c565-4cd4-8d74-e343a7633ffa/Avance_IIIPGA_2_2018_infografia_portal.jpg

Q29. Consideration of public comments and input into the implementation process

Civil Society organisations are actively involved in the implementation process through the Open Government Forum and its working groups. Their contributions are taken into account. The following link contains the notes of the meetings held by each working group in which the status of each commitment is reported and the contributions of civil society are received.

http://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/ForoGA.html#grupos

With regard to citizens, the participatory web space allows for comments and contributions during the implementation process of the Third Plan for each of the commitments. To date, no comments have been received on the quarterly monitoring of the degree of implementation of the Third Plan, so an attempt is being made to encourage participation through social networks.

Q30.- Results of citizen participation:

Half of the Plan's commitments are in response to proposals made during the consultations carried out during its preparation. This has made it possible to enrich the Plan with significant commitments.

The citizen proposals included as commitments in the Third Plan are:

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- Collaboration Axis: The Open Government Forum, The Open Government Sectoral Commission, the network of local authorities of transparency and citizen participation
- Participation Axis: Participation Observatory and Participatory Web Space.
- Transparency and access to information axis: improvement of the transparency portal and regulatory development of the transparency law
- Training Axis: Training of public employees, Education in Open Government, and awareness of civil society.

Q31.- Dissemination of the results of the participation

Both the citizen contributions and the summary reports, meetings held by the different participation spaces are disseminated in the section corresponding to the Third Plan of the government area of the Transparency Portal.

Q32.- Estimation of the cost of the participatory process

This information is not available. The process has been developed without additional costs for the DGGP, charged to the budgets of the management centre.

4.2.- Value criteria

As indicated in the methodology, a questionnaire has been developed to evaluate the information collected in line with the nine value criteria identified by Gene Rowe and Lynn J. Frewer in the document "Public Participation Methods: A framework for Assessment". These criteria are: representativeness, independence, early involvement, influence, transparency, accessibility, task definition, structured decision-making, and cost effectiveness.

4.2.1.- Criteria of Representativeness:

"*Participants must form a broadly representative sample of the affected public or citizens*". This criterion is assessed in questions 4, 5, 16, 18, 19 and 24, which are attached as Annex IIa to this document

The DGGP facilitated the participation of all actors involved, both those directly related to the Open Government and other civil society actors.

The participants are divided into six large groups: Spanish Public Administration, Autonomous Communities, Spanish Federation of Municipalities and Provinces and, on the part of Civil Society, non-profit associations and foundations, the academic world (Royal Academy of Moral and Political Sciences, university professors and lecturers), consumer and user associations and the Third Sector

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Platform. In addition, citizens in general have been able to participate through the Transparency Portal in the two public consultation processes that were opened.

The percentage of participation among the invited groups has been extremely high. In the preparatory meetings for the Plan, of the eight civil society organisations that wished to participate, all participated, either as full members or as alternates in the working groups created for this purpose. Once the Plan was approved, 14 associations were presented to form part of the Open Government Forum, of which eight were selected to participate in both the plenary and the working groups. On the other hand, Associations that are not represented in these bodies can attend as experts.

With regard to citizens, and despite the awareness campaign, the number of participants in the consultation processes is low.

4.2.2. Independence Criterion

"*The participation process should be managed/lead in an unbiased and independent manner*". This criterion is not evaluated by the questionnaire but by other sources of information (documents published on the web and the personal interview with the Plan's managers).

The participation process is unbiased, as the selection of participants from civil society organisations in the Open Government Forum was made through a public process, in accordance with objective and published requirements and guaranteeing independence in the selection of participants. All decisions are discussed in this Forum and its working groups, with equal composition between the Administration and Civil Society.

The public consultation processes have also been open to anyone who has wanted to make their contribution both to the design of the Plan and to its implementation and monitoring. It is also planned to submit the assessment of the Plan to public assessment.

4.2.3. Early Involvement Criterion

"*Public involvement should occur as early as possible in the participatory process, as soon as value judgements begin to emerge*". This value criterion has been met and is reflected in questionnaire questions 1, 2, 3, 11, 13 and 24.

The participation of Civil Society was developed early, starting before the process of drafting of the Plan once the general objectives proposed by the OGP were established. Both through the meetings held with the ministerial departments, the rest of the administrations and the civil society organisations, as well as through the first process of citizen consultation held before the drafting of the first draft of the Plan, the contributions, initiatives and proposals of civil society could be taken into account in the formulation of the commitments and the first draft of the Plan.

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An Open Government website has been set up on the Transparency Portal. In it, accessible public spaces have been opened for participation, in the phase of drafting of the Plan, in the form of public consultation (two consultations were carried out with the citizens during the drafting of the Plan), and in the phase of implementation, in the form of a participatory web space where any citizen can send his/her comments regarding the commitments of the Plan.

Open meetings with civil society were also organised during the development phase of the Plan.

In the implementation of this programme, monthly meetings are held with civil society through the Open Government Forum (its working groups). In addition, consultations with civil society on the progress of the Plan are planned to take place after 1 year from the start of its implementation.

4.2.4. Influence Criterion

"The product/result of the participatory procedure must have a real impact on the policy". This criterion is evaluated through questions 2, 10, 14, 22, 25, 28, 29, 30, 31.

The result of the participatory procedure has had an effective impact on the contents of the Plan, as half of the measures contemplated in the Plan come from the initiative and contributions of Civil Society. As already mentioned, many citizen contributions have been included in the form of commitments in the Plan, giving rise to initiatives such as the creation of the Open Government Forum, the participatory web space for monitoring the Plan, or the improvement of the Transparency portal, among others.

To ensure this real impact on Open Government policy, the criteria for assessing the contributions were defined and published in the Transparency Portal before the public consultation processes were carried out. In addition, citizen contributions and overall assessment reports have been published on the Transparency Portal, although the responses to these citizen contributions have not been published individually.

In the implementation phase of the Plan, civil society organisations provide input through the Open Government Forum. And the general population can send their contributions in the participatory web space of the Transparency Portal.

Consultations with Civil Society on the progress of the plan are also planned through the Open Government Forum, coinciding with the Plan's self-evaluations.

4.2.5. Transparency criterion

"The process must be transparent so that the public can see what is happening and how decisions are being made". The degree of transparency of the process is evaluated through questions 2, 6, 7, 8, 9, 10, 12, 13, 14, 20, 21, 23, 26, 27, 28, 31, 32.

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Both the procedures and the processes of participation have been protocolised and published. In this sense, the different participation channels, and mechanisms to be used have been indicated and a timeline with the phases and dates related to participation has been disseminated.

The procedures for collecting, recording, and analysing participants' opinions, as well as the criteria for including contributions in the decision-making process, were also published.

Throughout the process, sufficient contextual information was provided to enable participation, as well as information on how to access the spaces for participation, and how the participation process was carried out. An awareness campaign was carried out to encourage participation in the consultation of the Third Action Plan of Open Government, through the Transparency Portal, Twitter, and communications to the different interlocutors in the preparatory meetings of the Third Plan. However, more publicity would have been desirable to make it better known.

The results of the public information procedures were published prior to the publication of the Plan, as well as the contributions that were incorporated into the Plan as a result of the participation. The contribution assessment reports have also been published. However, no data are provided on the responses given to these contributions on a case-by-case basis. A comprehensive assessment report was published, bringing together a number of inputs and responses. Nor does it provide information on the gender of the people who made inputs to the Plan.

Finally, during the development of the Plan, different meetings are being held to assess its follow-up. The Open Government Forum, with the equal presence of the PA and Civil Society, meets once a month, either through the working groups, the commission, or in full, to assess the implementation of the Plan. All information regarding the degree of compliance with the Plan's commitments is published on the Open Government website of the Transparency Portal on a quarterly basis. In addition, a form has been provided in this space for the general public to send their comments (participatory web space).

No data is provided on the estimated cost of the participatory process.

4.2.6. Resource Accessibility Criteria

"*Participants must be able to access adequate resources to enable them to accomplish their task successfully*". This criterion is reflected in questions 8, 11, 12, 13 and 15.

The managers of the Plan established the procedure, as well as the mechanisms, for participation. They disseminated it to their stakeholders and published it in the Transparency Portal. The participants, consequently, have been able to access the necessary resources for their participation to be effective.

As specific spaces of participation, there are:

- The Open Government website in the Transparency Portal. From which the public information processes open to all citizens have been carried out. And from which a form has

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been enabled for interested parties to send comments on the Plan's monitoring reports (participatory web space).

- The Open Government Public Administrations (both state, regional and local) and civil society participate with an equal number of representatives.

Participants have been provided with sufficient background information to facilitate their participation. In this sense, all the data published in the Transparency Portal and disseminated through e-mails, Twitter, and communications to the different interlocutors in the preparatory meetings of the Plan are available. However, there is no information available on whether citizens in general can participate during the implementation of the Plan through channels other than the web space.

4.2.7. Task Definition Criterion

"The nature and scope of the participatory task must be clearly defined". Questions 9, 17 and 20 aim to apply this criterion

As mentioned above, the Plan's managers previously established the nature and scope of the participatory task. With regard to the nature, it was established that the purpose of participation was to facilitate co-creation in the drafting of the Plan by incorporating the proposals or initiatives of the participants. With regard to the scope, the need was defined for the participatory process to reach all the phases of the Plan, both the design and the follow-up of its execution and, finally, the assessment in order to make transparency and accountability and collaboration with civil society possible.

4.2.8. Structured Decision-Making Criteria

"The exercise of participation should provide the appropriate mechanisms to structure and demonstrate the decision-making process". Questions 10, 16, 20, 23, 27 and 29 apply to this criterion.

The participation process has been disseminated and structured according to the stages of the participation process through the following mechanisms:

- Consultation of organisations and citizens prior to the preparation of the Plan to gather initiatives and proposals before making decisions.
- Submission of the Draft Plan to Civil Society for its input and assessment.

With regard to the Plan's execution phase, a specific web space has been set up for access to information, monitoring of implementation and citizen participation. During this implementation phase, the contributions of the civil society organisations that are part of the Open Government Forum are taken into account, as well as the comments sent by the citizens from the participatory web space.

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Finally, in the assessment phase of the Plan, participation is expected to take place through the meetings of the working groups of the Open Government Forum, as well as through consultations with civil society on the progress of the Plan and on aspects of improvement.

4.2.9. Cost/Effectiveness Criterion

"The procedure must be cost effective". Question 32 incorporates this criterion.

No estimation of the cost-effectiveness of the participation process has been made, at least as of the date of this report, in order to be able to analyse this criterion. The process has been carried out paid for by the DGGP budget, without additional costs.

4.3.- Indicators

After conducting the personal interview with the Plan's managers, based on the participation assessment questionnaire referred to above, the Plan is codified (Annex IIb), and each question is assigned a score. Then, adding up the scores of each of the questions related to a value criterion, we obtain a score for each criterion. Since the number of questions per value criterion is not the same, the path of this summation variable can be different. Therefore, scales from 0 to 10 are constructed for each value criterion by rescaling the scores.

For each value criterion, a relative weight has been calculated by aggregating the criteria indicators. The weightings of the criteria have been agreed upon by a group of experts in Open Government, who participated in the seminar-workshop on Assessment of Participation in Public Plans and Programmes, held at INAP between February and May 2018.

Applying this methodology to the questionnaire for assessing participation in the Third Open Government Plan, we obtain the following results:

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4.3.1.- Assessment matrix

Table 1 shows the assessment matrix after coding the questions in the questionnaire (see Annex IIb).

TABLE 1. ASSESSMENT MATRIX

Question/ Criteria	C1.	C2	C3	C4	C5	C6	C7	C8.	C9.
Q1			2						
Q2			2	2	2				
Q3			2						
Q4	1								
Q5	1								
Q6					1				
Q7					1				
Q8					1	1			
Q9					1		1		
Q10				1	1			1	
Q11			1			1			
Q12					1	1			
Q13			2		2	2			
Q14				1	1				
Q15						1			
Q16	1							1	
Q17							1		
Q18	2								
Q19	1								
Q20					1		1	1	
Q21					1				
Q22				1					
Q23					1			1	
Q24	1		1						
Q25				1					
Q26					2				
Q27					1			1	
Q28				1	1				
Q29				1				1	
Q30				1					
Q31				1	1				
Q32					0				0
SCORE/CRITERION	7	8	10	10	19	6	3	6	0

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GOBIERNO
DE ESPAÑA

MINISTERIO
DE POLÍTICA TERRITORIAL
Y FUNCIÓN PÚBLICA

GOBIERNO
ABIERTO

4.3.2.- Development of indicators

Table 2 shows the development of the global index for the assessment of participation, which is formed by aggregating the weighted partial indicators.

TABLE 2. INDICATORS

Criterion	Weight	Score obtained	Maximum score	Scale score 1-10	Indicators Assessment criteria
	A	B	C	D=Bx10/C	E=DxA
C1-**Representativeness Criterion**: Participants must form a broadly representative sample of the affected public or citizens.	13	7	7	10	130
C2-**Independence Criterion:** The participation process should be managed/lead in an unbiased and independent manner.	12	8	10	8	96
C3-**Early involvement criterion**: public involvement should occur as early as possible in the participatory process as soon as value judgements begin to emerge	13	10	10	10	130
C4-Influence criterion: The product/result of the participatory procedure must have a real impact on the policy.	10	10	10	9	100
C5-Transparency Criterion: The process must be transparent so that the public can see what is happening and how decisions are being made.	12	19	20	9.5	114
C6-Resource Accessibility Criterion: Participants must be able to access adequate resources to enable them to successfully complete their task	11	6	6	10	110
C7-Task Definition Criterion: The nature and scope of the participatory task must be clearly defined.	13	3	3	10	130
C8-**Structured Decision-Making Criterion**: The exercise of participation should provide adequate mechanisms to structure and demonstrate the decision-making process.	8	6	6	10	80
C9-Cost effectiveness criterion: The procedure must be cost effective.	8	0	1	0	0
Total	100				890
Participation rate					89%

We can conclude that the Public Participation Index in the Third Open Government Plan is 89%, with the reference model being equal to 100.

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5.- Conclusions and recommendations

From the analysis of the assessment criteria, the following assessments or conclusions are drawn from the participatory process followed in the Third Open Government Plan:

1. **The General Directorate for Public Governance has developed a public participation process for the drafting and monitoring of the implementation of the Third Open Government Plan.** The participation of civil society organisations, both in the initial phase and later, through the Open Government Forum, its Standing Commission, and its Working Groups, has been satisfactory and permanent. However, although citizen participation was promoted early on, through the Transparency Portal and an awareness-raising campaign, the number of contributions and proposals coming directly from citizens has been low.

Recommendation 1:

It is proposed that there be greater dissemination in the media, social networks, and the holding of information days prior to public consultations. In this sense, it is also proposed to carry out awareness days aimed at specific groups that are not believed to be reached through web channels or social networks, that is, to adapt the communication channel to the type of group

2. **The result of the participation has had an impact on the Plan itself,** since 50% of the citizen contributions have been included in it, leaving out only the proposals that were in the parliamentary seat. It can therefore be concluded that the results of participation have been relevant and have **influenced** the Plan. Although the contributions, the assessment criteria and an information note were published, there is no record of individualised responses to them.

Recommendation 2:
It is also recommended to publish the individualised responses to the citizen inputs in the participatory web space.

3. **All phases of the Plan have been articulated to ensure transparency and accountability.**
The Third Open Government Plan has had its own website to provide access to all information and to make the process transparent.
Civil Society, during all phases of the Plan, has been aware of the mechanisms for participation and the outcome of the participation. The entire participatory process has been documented, published, and disseminated with all relevant information. Likewise, the procedures for collecting, recording, and analysing the opinions of the participants were published, as were the criteria for including the contributions in the decision-making process, with the citizen contributions and the Administration's position before them being recorded. There is no statistical information available that allows for the analysis of participation according to certain variables, such as the gender and age of the participants.

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Recommendation 3:

It is recommended that statistical information regarding the gender of the participants be published to give the process a gender perspective. The socio-demographic characteristics of the people could also be included in order to know, a posteriori, which groups are participating and to be able to involve others.

4. **As far as resource accessibility is concerned, all citizens have been able to access the partitioning processes via the web**. All civil society associations have been able to participate in all phases of the Plan through the consultation processes and, in accordance with the established requirements, to participate through the Open Government Forum. But there is no evidence that channels other than the website have been enabled for the general public to carry out portions of any of the Plan's phases.

Recommendation 4:

It is also recommended to establish participation mechanisms through other channels, such as telephone, postal, networks, etc.

5. With regard to the **definition** of the participatory task, all the operational information on the process has been published on the website and disseminated to Civil Society: participation mechanisms, timeline, road map, etc. No estimate of the cost/effectiveness of the participatory process has been provided.

Recommendation 5:

An estimate of the cost of participation for Administration should be made.

6. **The decision-making process was protocolised and has been transparent**. As mentioned above, criteria were included to include citizen input from participation in the **decision-making process**, as well as assessments of the input. In addition, most of citizen inputs have been included in the Plan. It should be noted that the decision-making process is also carried out in the different phases of the Plan, through the meetings of the Open Government Forum and the form provided in the Transparency Portal. No previous study has been carried out on the understanding of administrative language by potential participants.

Recommendation 6:

It is recommended to establish a basic manual of language use to facilitate understanding of the decision-making process and encourage participation.

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Annex IIa: Questionnaire for the Assessment of Public Participation in Plans and Programmes

Q1.- Please indicate, with respect to public participation, whether civil society …

- ✓ Participated in the drawing up of the Plan
- ✓ Participated in the implementation and monitoring of the Plan
- ☐ Participated in the assessment of the Plan ➔ *It is expected that there will be participation in both the mid-term and final assessment. This option is not marked because the plan is not yet complete.*
- ☐ Did not participate in the Plan

Q2.- Was any survey/consultation conducted with the population affected by the Plan before it was drawn up and were the results published?

- ☐ It was carried out, but without publishing results
- ✓ It was carried out and the results were published

Q3.- When did it start having participants from civil society/public/citizens?

- ✓ Before starting to draw up the Plan ➔ *Once the general objectives imposed by the OGP had been established, before the drawing up of the Plan, collaboration with Civil Society began.*
- ☐ Once the Commission or working group of the Public Administrations is constituted
- ☐ Once the objectives of the Plan have been established
- ☐ Another time: When? _____

Q4.- Were civil society participants identified and selected?

- ✓ **Yes**: *After identifying the key actors with the greatest visibility in the Open Government area, representatives of the university academic world were contacted through the Centre for Political and Constitutional Studies; the Spanish Ministry of Education, Culture and Sport; representatives of social interests through the Spanish Economic and Social Council and the Spanish National Consumers and Users Council; and representatives of civil society through the invitation of registered organisations and foundations whose aims include the consolidation of the values of Open Government: transparency, participation, collaboration and accountability, and which meet a series of requirements.*
- ☐ **No**

Q5.- Did the Administration offer the opportunity to all actors to participate?

- ✓ Yes
- ☐ No

Q6.- Have the procedures and processes for participation in the Plan been published and disseminated?

- ✓ Yes
-   No

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Q7.- Has the timeline with participation phases and dates been disseminated?

    ✓ Yes

    ☐ No

Q8.- Have the participation mechanisms been defined and published?

    ✓ Yes

    ☐ No

Q9.- Have procedures been established and published to collect, record, and analyse participants' opinions?

    ✓ Yes

    ☐ No

Q10.- Have the criteria for adopting/including input/opinions in the decision-making process been defined and published?

    ✓ Yes

    ☐ No

Q11.- Have spaces been designed for participation in the drawing up of the Plan?

    ✓ Yes

    ☐ No

Q12.- Is there information on how to access the participation spaces?

    ✓ Yes ➔ *All the information is on the Open Government website of the Transparency Portal*

    ☐ No

Q13.- Is the accessible public space available during all phases of the Plan cycle?

    ☐ Only during the drawing up

    ☐ Only in the implementation and monitoring

    ☐ Only in the assessment of the Plan

    ✓ In all three phases

    ☐ In none

    ☐ Another answer:

    _____

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Q14.- Is there a register, accessible to the public, of questions and answers about the inputs?

- ✓ Yes ➜ *There is a record of the questions, but not of the individualised answers. What was put in place was the answers in the form of a summary information note of the assessments, to avoid redundancy.*
- ☐ No

Q15.- Did the administration provide the participants with background information so that they could participate with sufficient information?

- ✓ Yes
- ☐ No

Q16.- Has civil society been involved in the decision-making process?

- ✓ Yes
- ☐ No

Q17.- Was the participation process protocolised and known by the participants?

- ✓ Yes ➜ *An awareness campaign was published and developed to encourage participation in the consultation of the Third Action Plan of Open Government, through the Portal, Twitter, and communications to the different interlocutors in the preparatory meetings of the Third Plan. But more publicity was needed to make it better known.*
- ☐ No

Q18.- What percentage of participation has there been among the invited/selected groups?

- ☐ **Less than 10%**
- ☐ **From 10% 50%**
- ✓ **More than 50%:** *The participation has been remarkably high, practically all the invited groups have participated.*

Q19.- How has the general public participated?

- ☐ It did not take part, it was not foreseen
- ✓ *It has participated through* public consultations (Transparency Portal form), through meetings, e-mails.

Q20.- Have the criteria for selecting contributions been established, with civil society participation, and published?

- ✓ Yes ➜ *The criteria to be taken into account for the assessment of proposals were published*
- ☐ No

Q21.- Are the inputs published and disseminated?

    ✓ Yes ➜ *They are published in the Transparency Portal, but have not been disseminated anywhere else other than the website*

    ☐ No

Q22.- What percentage of civil society inputs has been transferred to the Plan?

    ☐ **Less than 10%**

    ✓ **Between 10% and 50%:** *It is estimated that around 25% of the proposals have been included in the Plan.*

    ☐ More than 50%.

Q23.- Have the inputs that were incorporated into the Plan and the reasoned justification for their incorporation been published?

    ✓ Yes

    ☐ No

Q24.- Are open meetings with civil society organised on the implementation of the Plan from the beginning of its execution and periodically?

    ✓ Yes

    ☐ No

Q25.- Do participants from civil society (in the form of a council, forum ...) deliberate and provide input on how to improve the implementation of the Plan?

    ✓ Yes

    ☐ No

Q26.- Are reports on the implementation of the commitments/objectives of the plan published on the website/page of the Agency/Ministry at least every 6 months?

    ✓ Yes ➜ *Quarterly*

    ☐ Yes, but less often

    ☐ No

Q27.- If there are delays in compliance, are the reasons explained?

    ✓ Yes

    ☐ No

Q28. Are the public/citizens allowed to comment on the compliance report?

    ✓ Yes ➜ *A participatory web space is available*

    ☐ No

Q29.- Are comments or inputs made by the public to the implementation process taken into account?

- ☐ No
- ✔ Yes. How exactly?

  In the meetings of the working groups of the Open Government Forum

Q30.- Have results been achieved through citizen participation?

- ☐ No
- ✔ Yes

Q31.- Are the results of participation disseminated?

- ✔ Yes
- ☐ No

Q32.- Has the cost of the participatory process been estimated?

- ☐ Yes
- ✔ No

THANK YOU VERY MUCH FOR YOUR COOPERATION

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Annex IIb: Code of the Assessment of Public Participation in Plans and Programmes questionnaire

Q1.- Please indicate, with respect to public participation, whether civil society ...

	Criterion 3
1 Participated in the drawing up of the Plan	2
2 Participated in the implementation and monitoring of the Plan 1	
1 Participated in the assessment of the Plan	1
0 Did not participate in the Plan	0

Q2.- Was any survey/consultation conducted with the population affected by the Plan before it was drawn up and were the results published?

	Criterion 3	Criterion 4	Criterion 5
It was carried out, but without publishing results	1	1	1
Results were carried out and published	2	2	2
No	0	0	0

Q3.- When did it start having participants from civil society/public/citizens?

	Criterion 3	
Before starting to draw up the Plan	2	
Public Administrations Commission/working group established		1
Once the objectives of the Plan have been established	0	
Another time: When?		

Q4.- How were the civil society participants selected?

Criterion 1

Yes. Describe how	1
No	0

Q5.- Did the Administration offer the opportunity to all actors to participate?

Criterion 1

Yes	1
No	0

Q6.- Have the procedures and processes for participation in the Plan been published and disseminated?

Criterion 5

Yes	1
No	0

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Q7.- Has the timeline with participation phases and dates been disseminated?

	Criterion 5
Yes	1
No	0

Q8.- Have the participation mechanisms been defined and published?

	Criterion 5	Criterion 6
Yes	1	1
No	0	0

Q9.- Have procedures been established and published to collect, record, and analyse participants' opinions?

	Criterion 5	Criterion 7
Yes	1	1
No	0	0

Q10.- Have the criteria for adopting/including input/opinions in the decision-making process been defined and published?

	Criterion 4	Criterion 5	Criterion 8
Yes	1	1	1
No	0	0	0

Q11.- Have spaces been designed for participation in the drawing up of the Plan?

	Criterion 3	Criterion 6
Yes	1	1
No	0	0

Q12.- Is there information on how to access the participation spaces?

	Criterion 5	Criterion 6
Yes	1	1
No	0	0

Q13.- Is the accessible public space available during all phases of the Plan cycle?

	Criterion 5	Criterion 3	Criterion 6
Only during processing	1	1	0
Only in the implementation and monitoring	1	1	0
Only in the assessment of the Plan	1	1	0

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In all three phases	2	2	2
In none	0	0	0
Another answer:			

Q14.- Is there a register, accessible to the public, of questions and answers about the inputs?

	Criterion 4	Criterion 5
Yes	1	1
No	0	0

Q15.- Did the Administration provide the participants with background information so that they could participate with sufficient information?

	Criterion 6
Yes	1
No	0

Q16.- Has civil society been involved in the decision-making process?

	Criterion 1	Criterion 8
Yes	1	1
No	0	0

Q17.- Was the participation process protocolised and known by the participants?

	Criterion 7
Yes	1
No	0

Q18.- What percentage of participation has there been among the invited/selected groups?

Criterion 1

Less than 10% have participated	0
Between 10% and 50%	1
More than 50%	2

Q19.- How has the general public participated?

	Criterion 1
Did not participate, was not foreseen	0
Has participated	1

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Q20.- Have criteria for selecting inputs been established, with civil society participation, and published?

	Criterion 5	Criterion 7	Criterion 8
Yes	1	1	1
No	0	0	0

Q21.- Are the inputs published and disseminated?

	Criterion 5
Yes	1
No	0

Q22.- What percentage of civil society inputs has been transferred to the Plan?

Criterion 4	
Less than 10%	0
Between 10% and 50%	1
More than 50%	2

Q23.- Have the inputs that were incorporated into the Plan and the reasoned justification for their incorporation been published?

	Criterion 5	Criterion 8
Yes	1	1
No	0	0

Q24.- Are open meetings with civil society organised on the implementation of the Plan from the beginning of its execution and periodically?

	Criterion 1	Criterion 3
Yes	1	1
No	0	0

Q25.- Do participants from civil society (in the form of a council, forum...) deliberate and provide input on how to improve the implementation of the Plan?

	Criterion 4
Yes	1
No	0

Q26.- Are reports on the implementation of the commitments/objectives of the plan published on the website/page of the Agency/Ministry at least every 6 months?

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Criterion 5

Yes	2
Yes, but less often	1
No	0

Q27.- If there are delays in compliance, are the reasons explained?

	Criterion 5	Criterion 8
Yes	1	1
No	0	0

Q28. Are the public/citizens allowed to comment on the compliance report?

	Criterion 4	Criterion 5
Yes	1	1
No	0	0

Q29.- Are comments or inputs made by the public to the implementation process taken into account?

	Criterion 4	Criterion 8
Yes	1	1
No	0	0

Q30.- What results have been achieved with citizen participation?

Criterion 4

No results achieved 0

Results   have been achieved 1

Q31.- Are the results of participation disseminated?

	Criterion 4	Criterion 5
Yes	1	1
No	0	0

Q32.- Has the cost of the participatory process been estimated?

	Criterion 5	Criterion 9
Yes	1	1
No	0	0

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ADDENDUM

PARTICIPATORY PROCESS ON THE ASSESSMENT REPORT ON PUBLIC PARTICIPATION IN THE THIRD OPEN GOVERNMENT PLAN OF SPAIN

This Assessment Report on Public Participation in the Third Open Government Action Plan of Spain has been subjected to the following participatory processes:

1º. Presentation and Debate in the Open Government Sectoral Commission.

2º. Presentation and Debate in the Open Government Forum Standing Commission.

3. Process of direct consultation with the members of the Plenary of the Open Government Forum

I. Presentation and Debate within the Open Government Sectorial Commission

On 20 November 2018, in accordance with what was announced in point 5 of the Agenda of the call, relating to the "presentation and debate on the Assessment Report on public participation in the preparation and execution of the Third Open Government Plan", the Assessment Report was presented to the plenary session of the Sectoral Commission on Open Government, which brings together the representatives of the Spanish Public Administration, the AC and the Autonomous Cities of Ceuta and Melilla and the Local Authorities through the FEMP.

The Deputy Director General for Open Government placed the report in the reference framework of commitment 2.2 of the Third Open Government Plan, "Participation Observatory: Diagnosis and Recommendations Phase", and specifically, the plan to proceed with the assessment of participation in Plans and Programmes of the Spanish Public Administration, using a methodology designed for this purpose that has been applied to the process of designing and executing the Third Plan. It also summarised the conclusions and recommendations contained in this report.

Finally, the aforementioned Deputy Director informed of the upcoming opening of a participatory process in the Transparency Portal, in the section dedicated to Participation, so that the participants of the Forum and society could respond to a simple questionnaire that would allow them to validate the Report.

During the debate, the representative of the Autonomous Community of Extremadura proposed that, in the future, awareness actions be included to promote society's interest in participating. Regarding the data to be collected on the gender of the participants, it suggested that an attempt be made to give the analysis a gender focus in the process of drawing up the next Plan. Finally, and in relation to the last recommendation made in the report, it recalled that work is being done at a European level on language accessibility, in what is known as "easy reading, a strategy that works on the cognitive sensitivity of the information published by the PA.

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In conclusion, the Deputy Director General for Open Government informed the Sectoral Commission that a consultation space would be included in the Transparency Portal consisting of four or five simple questions on the Assessment Report on Participation in the Third Plan, once it was analysed by the members of the Standing Commission of the Forum. These inputs will surely be particularly useful for the design of the Fourth Open Government Plan.

II. Presentation and Debate in the Standing Commission of the Open Government Forum

The Assessment Report was submitted to the consideration of the Standing Commission of the Open Government Forum at the meeting held on Tuesday, 20 November 2018, at the headquarters of the Ministry of Territorial Policy and Civil Service, located in Calle Santa Engracia in Madrid, as stated in item 4 of its agenda "Presentation and discussion of the Assessment Report on public participation in the drafting and implementation of the Third Open Government Plan".

At the meeting, the Deputy Director General for Open Government of the General Directorate for Public Governance presented the report, emphasising firstly that its framework of reference is the fulfilment of commitment 2.2 of the Third Open Government Plan, "Participation Observatory: Diagnosis and Recommendations Phase" and, specifically, the assessment of participation in the Plans and Programmes of the Spanish Public Administration, through the application of a methodology for assessing public participation in the design and execution of the Third Open Government Plan.

With regard to the content of this report, the Deputy Director presented the conclusions and recommendations contained in it, informing the members of the Commission that a participatory process would soon be opened on the Transparency Portal, in the section dedicated to Participation, so that the participants of the Forum and society could respond to a simple questionnaire for validation.

In the round of interventions, the CECU representative expressed its organisation's concern about the lack of citizen participation, as well as the need to promote it through measures to disseminate and publicise this participatory process.

The representative of the Autonomous Community of the Basque Country offered to disseminate the report through social networks, while the representative of the third sector stressed the need for the assessment to include an impact analysis and evidence of results through social and economic indicators.

Finally, the representative of the academic world said that it would be advisable to make a communication plan through the media in order to reach the citizens, through the dissemination of news summarised on the progress of the Third Plan so that the press echoes them.

III. Process of direct consultation with the members of the Plenary of the Open Government Forum

The consultation process on the Assessment Report on Public Participation in the Third Open Government Action Plan of Spain was carried out between December 14 and 21 (extended

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until December 27), by sending the members of the Forum an e-mail to which a link was attached with a questionnaire referring to the Report.

The questionnaire consisted of 17 questions, 9 of which were conditional, and was sent to the members of the Open Government Forum. Twenty-seven completed questionnaires were collected.

From the answers to the questionnaire, the following conclusions are derived:

- 100% of the participants consider that the Assessment Report of the participation in the Third Plan includes everything that is important.

- 89% of the participants stated that the documentation used to carry out the assessment was sufficient, while the remaining 11% thought that it would be better to use additional sources of information such as information on the participatory process and its results, administrations, organisations and civil society actors called to the process or opinions on social networks.

- All participants consider the assessment questionnaire used to collect the information in application of the participation assessment methodology to be complete, so there is no lack of formulating other issues. Likewise, all are of the opinion that the assessment criteria used in the assessment are adequate and sufficient.

- The following areas of improvement have been identified:

  o To complete the quantitative data and the description of the participation process contained in the Report with a qualitative assessment of the impact of participation on the definition and results of the Third Plan, that is, a qualitative analysis of the results.

  o Incorporate into the recommendations the participatory nature of future open government plans, promoting the implementation of new projects and specific innovative initiatives, whose very definition and implementation is shared by various actors and even with the public.

- Finally, with regard to the development of participatory processes on the design and implementation of the Fourth Plan of Action of the Open Government, 70% of the participants would not introduce improvements with respect to the participatory process that has been carried out for the elaboration and implementation of the Third Plan. The inputs made in this respect by the remaining 30% are as follows:

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- o Greater collaboration of the Forum members in the dissemination of the Plan and the participation processes that are promoted, an action that would have a multiplier effect.

- o The training of public employees should be improved.

- o To develop a general dissemination action of the Open Government in the university field, since the improvement of the direct relationship with the citizens is, in part, in the hands of the future professionals trained in the universities.

- o Also involve the society that, in general, is not organised, through awareness campaigns in media and internet.

- o A greater awareness of the Plan within the AGE itself would be a positive step, making it possible to strengthen its dissemination in the sectors under the jurisdiction of each department

- o Promote the implementation of open government initiatives and participation in sectoral strategic plans which, due to their impact or innovative nature, can also be collected and disseminated as good practices under the umbrella of open government plans.

- o Collect information on the opinion formed on the Social Networks about the Fourth Plan to click on what is being said, once the communication is made via twitter or another social platform.

- o Incorporate other actors from the Organised citizens, especially those platforms such as the Spanish Youth Council, which have a wide experience in participation and should be a highly relevant target audience.

- o To further influence the participation of students in the compulsory stages as well as in high school.

- o In order to encourage public participation in the next Fourth Open Government Plan, the draft Plan could be linked to other Public Administrations portals.

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Annex III: Stocktaking report on the functioning of the Open Government Forum

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STOCKTAKING REPORT ON THE FUNCTIONING OF THE OPEN GOVERNMENT FORUM

(Commitment 1.1 of the Third Open Government Plan)

The Open Government Forum is a collegiate body, with a parity composition, which brings together representatives of Spanish administrations and civil society in order to foster dialogue and debate, as well as to channel and promote proposals for open government, discuss the development of Open Government Action Plans and exchange good practices. Its constitution and implementation, taking into account the recommendations of the Independent Review Mechanism of the Open Government Partnership, were included in the Third Spanish Open Government Plan as one of the main commitments assumed by our country within the participation axis (commitment 1.1).

The Forum was established by Order HFP/134/2018 of 15 February, which created the Open Government Forum and was formally constituted on 10 May 2018, thereby strengthening the mechanisms for participation and dialogue with civil society so that open government actions and their implementation respond to the real needs of citizens.

1. Organisation and functioning of the Open Government Forum

The organisational and operational rules of the Forum were discussed with representatives of public Administrations at meetings on 14 September and 11 December 2017.

These were formally approved by Order HFP/134/2018 of 15 February establishing the Open Government Forum.

1.1 Functions of the Open Government Forum

In accordance with the aforementioned Ministerial Order, the Forum, configured as a collegiate body as provided for in Article 22.3 of Law 40/2015, of 1 October, on the Legal System of the Public Sector, reports to the Secretariat of State for Public Service and performs the following functions:

- To debate on the initiatives related to the Open Government Action Plans that Spain will present to the Open Government Partnership.

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- Discuss the drafts of the above-mentioned Action Plans.
- To be informed about the development of such Plans and to make recommendations.
- Discuss the self-assessment reports of the Action Plans.
- To be informed about the assessment reports of the Action Plans.
- To strengthen dialogue and interlocution with civil society in the development of initiatives related to open government.
- To channel, promote and publicise open government initiatives that affect the institutions represented.
- To promote the exchange and dissemination of good practices in open government.
- Promote and collaborate in awareness and dissemination campaigns on open government.
- Make diagnoses and seek shared solutions to the issues raised.
- To inform the public of its activities and results obtained.

1.2 Composition

The Open Government Forum has a parity composition, so that it has the same number of representatives from the Public Administrations (PAs) as from civil society. It is made up of the President, who is the head of the Secretary of State for Civil Service, and 64 members, 32 of whom represent the public Administrations and another 32 representing civil society.

Representing the PA are members of the Forum:

- On the part of the AGE:

  - The person in charge of the General Directorate for Public Governance, who is the First Vice-president of the Forum.
  - Eight members representing the Spanish Public Administration with the rank of at least Deputy Director General, appointed by the incumbent of the Secretary of State for Public Function.

- For the Autonomous Communities and Cities:

  - One member for each of the 17 Autonomous Communities represented on the Open Government Sectoral Commission, appointed by the body or, where appropriate, the competent bodies of each of the Autonomous Community Administrations that voluntarily join the Forum.
  - One member for each of the Autonomous Cities of Ceuta and Melilla, which are also represented in the Open Government Sectoral Commission if they voluntarily join the Forum.

- By the Local Authorities:

  - Four members, appointed by the FEMP, representing the Local Authorities that voluntarily join the Forum.

Representing civil society, members of the Forum are:

- Four members representing the Royal Academy of Moral and Political Sciences.
- Eight members of the teaching staff of Spanish universities, at the proposal of the Centre for Political and Constitutional Studies.
- Eight members representing non-profit associations and foundations representing civil society, following a call by the Secretary of State for Public Function.
- Six members representing the Spanish National Council of Consumers and Users of Spain
- Six members representing the Third Sector Entities, as proposed by the Third Sector Platform.

The First Vice-presidency of the Forum is held by the head of the General Directorate for Public Governance, while the Second Vice-presidency of the Forum is held by one of the members appointed to represent civil society, subject to the agreement of the Plenary.

1.3 Functioning of the Forum

The Forum can act in a Plenary Session, made up of the President, the two Vice-Presidents and the rest of the members appointed in representation of the Public Administrations and civil society, and in a Standing Commission, made up of the two Vice-Presidents and twelve members, six in representation of the Public Administrations and six in representation of civil society, all appointed by the President, in accordance with the criteria agreed by the Plenary and at the proposal of the latter.

The Presidency of the Standing Commission is held in rotation by each of the two Vice-Presidencies. In addition, the Forum is structured into three working groups that are spaces for reflection where information is disseminated, knowledge is generated and different points of view on specific issues of open government are contrasted. Currently, by agreement of the plenary, there are 3 working groups:

- Collaboration and Participation Working Group.
- Transparency and Accountability Working Group.
- Training and Awareness Working Group

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2. Activity of the Open Government Forum and main agreements adopted

Since its formal constitution, the Forum has met once in Plenary, 3 times in Standing Commission and 13 times in working group meetings.

In addition, prior to its formal constitution, working meetings were held with Public Administrations and representatives of civil society, with a similar dynamic to that of the future Forum. Thus, the meeting of 24 May 2017 with all of them for the approval of the Third Open Government Plan and 6 meetings of the working groups stand out.

The formal constitution of the Forum reproduced with slight variations the composition of the previous meetings and provided legal certainty and a guarantee of continuity over time.

2.1 Meetings held by the plenary, gender analysis and agreements adopted

a) Meetings held and topics discussed

Since its creation, the Open Government Forum has met in plenary session once, at its constitutive session on 10 May 2018.

As mentioned above, a similar meeting with representatives of the PA and civil society took place on 24 May 2017, before the formal constitution of the Forum for the approval of the Third Open Government Plan.

The topics discussed at the Forum's plenary meeting on 10 May 2018 were as follows:

- Formal constitution of the Forum. After the words of the president, the Secretary of State for Public Function, its members had the opportunity to intervene expressing their gratitude and expectations for the future functioning of this space of encounter and dialogue between the Spanish Administrations and the organisations of the civil society.

- Debate on the complementary rules for the organisation and functioning of the Forum, previously agreed upon through the working groups that had already been meeting informally.

- Proposals for the designation of the holder of the Second Vice-Presidency, as well as the representatives of the Standing Commission, the creation of working groups and the approval of the schedule of meetings.

- Presentation of the OECD Recommendation on Open Government, by the OECD's Directorate for Public Governance

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- Presentation of the project of citizen consultations on the future of Europe, by the Secretary of State for European Affairs and the representation of the European Commission in Madrid.

b) Gender analysis

The following table shows the participants, both as members and as observers and guests, as well as their distribution by gender.

Table 1. Attendees at the Plenary Session of the Open Government Forum on 10 May 2018

INSTITUTION/ORGANISATION	MEMBERS	OBSERVERS AND GUESTS	TOTAL	WOMEN	%	MEN	%
SPANISH PUBLIC ADMINISTRATION	11	1	12	6	50.0	6	50.0
AUTONOMOUS AUTHORITIES	14	3	17	7	41.2	10	58.8
FEMP	4		4	2	50.0	2	50.0
ACADEMIC WORLD AND UNIVERSITY LECTURERS	10		10	2	20.0	8	80.0
ACCESS INFO	1		1	1	100.0	0	0.0
SPANISH ASSOCIATION ACCREDITATION TRANSPARENCY	1		1	0	0.0	1	100.0
PUBLIC TRANSPARENCY	1		1	0	0.0	1	100.0
HAY DERECHO FOUNDATION	1		1	1	100.0	0	0.0
CCU	3		3	2	66.6	1	33.4
THIRD SECTOR	5		5	3	60.0	2	40.0
CTBG		1	1		0.0	1	100.0
AEPD		1	1		0.0	1	100.0
IRM		1	1		0.0	1	100.0
OECD		1	1	1	100.0	0	0.0
GIGAPP		1	1		0.0	1	100.0
TOTAL	51	9	60	25	41.7	35	58.3

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As shown in the table, 41.7% of the attendees (members, observers, and guests) at the Forum's plenary meeting were women, while 58.3% were men.

Although the appointment of the members representing the public Administration and their substitutes is conditioned by the ownership of the competent body of each Administration in matters of open government, it is worth highlighting the equal composition of the representation of both the Spanish Public Administration (50%) and the Local Authorities through the FEMP (50%) in the Forum, with 41.2% of the representation being female in the scope of the Authorities of the Autonomous Communities and Cities.

In the area of civil society, the important weight of women in pro-transparency, consumer, and user associations and in the Third Sector Platform, in which women represent 58.3%, is noteworthy.

On the other hand, there is an under-representation of women in the representation of the academic world and of the professors at Spanish universities, since women only represent 20% of all the representatives of this sector of civil society.

c) Agreements adopted

The most relevant agreements, adopted by consensus among the members of the Forum on 10 May 2018, were the following

- **Adoption of the Complementary Rules for the Organisation and Functioning of the Forum**

  Of particular relevance in this respect is the establishment in these supplementary rules of the periodicity of the Forum's meetings, which is as follows:

  a) The Plenary of the Forum shall meet at least once a year.
  b) The Standing Commission of the Forum will meet on a quarterly basis unless the Plenary is already meeting in the same quarter.
  c) Every month, except in August, the Forum will meet in a working group format.

  Likewise, the system of appointing the person holding the Second Vice-presidency of the Forum is particularly relevant, which, according to its Order of creation, corresponds to civil society. In accordance with the approved Regulations, this vice-presidency will be held, for six-monthly periods, on a rotating basis, ensuring alternation between the following groups represented, at the proposal of each group, in accordance with the following order:

  a) Academy (Royal Academy of Moral and Political Sciences or Professors and Lecturers in Spanish Universities)
  b) Non-Profit Associations and Foundations
  c) Consumer and User Associations

d) Third Sector Entities

Finally, the establishment of the composition of the Forum's Standing Commission and working groups is also of particular importance.

In accordance with these rules, the Standing Commission will be composed of the two Vice-Presidencies, the Secretariat and by:

- 6 members representing the public Administrations: 2 members representing the AGE, 3 from the Autonomous Communities and Cities, who will take turns every six months according to the date of approval of their Statutes of Autonomy, and 1 representative of the Local Administration, at the proposal of the FEMP.
- 6 members representing civil society: 2 representatives from the academic world (from the Royal Academy of Moral and Political Sciences or Spanish University Professors and Lecturers), 2 representatives from non-profit making Associations and Foundations, among the candidates presented, in six-monthly rotational order (alphabetical order of the name of the organisation represented), 1 representative from the Consumer and User Associations, at the proposal of the Consumer and User Council, and 1 representative from the Third Sector Entities, at the proposal of the Third Sector Platform.

With regard to the working groups, composed of 8 members, 4 representing the authorities and another 4 representing civil society, it should be noted that those responsible for the commitments of the action plans, experts or advisors on the corresponding matters, as well as any member of the Forum, may be invited to participate in the meetings, with voice but without vote.

- **Appointment of the holder of the Second Vice-presidency of the Forum:**

At the meeting of 10 May 2018, it was also agreed that the following Second Vice-Chairpersons would be appointed:

a) Second half of 2018: L.C. (academic world).
b) First half of 2019: representative to be appointed by Access Info Europe
c) Second half of 2019: M.E.G.H.
d) First half of 2020: C.S.R.

For more information on the Forum and the content of its meetings, please consult the following link:

https://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/ForoGA.html

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2.2 Meetings held by the Standing Commission, gender analysis and agreements adopted

a) Meetings held

The Standing Commission has held three meetings:

- Meeting of 05/07/2018.
- Meeting of 20/11/2018.
- Meeting of 14/02/2019.

The following table shows the number of members of the Standing Commission who attended the meetings, as well as their proportion of the total members of the Commission.

Table 2. Members attending the meetings of the Standing Commission on Open Government

INSTITUTION / ORGANISATION	PERM. COM. MEMBERS	ATTENDING MEMBERS		ATTENDING MEMBERS		ATTENDING MEMBERS	
		05/07/2018	%	20/11/2018	%	14/02/2019	%
FIRST VICE-PRESIDENCY (AGE)	1	1	100.0	1	100.0	1	100.0
AGE	2	2	100.0	2	100.0	2	100.0
AC	3	3	100.0	3	100.0	2	66.7
FEMP	1	1	100.0	1	100.0	1	100.0
SECOND VICE-PRESIDENCY (CSO)	1	1	100.0	1	100.0	1	100.0
ACADEMIC WORLD	2	2	100.0	2	100.0	1	50.0
ASSOCIATIONS & FOUNDATIONS	2	2	100.0	1	50.0	2	100.0
CCU	1	1	100.0	1	100.0	1	100.0
THIRD SECTOR PLATFORM	1	1	100.0	1	100.0	1	100.0
TOTAL MEMBERS	14	14	100.0%	13	92.9	12	85.7

b) Gender analysis

The following table shows the number of persons attending the meetings of the Standing Commission of the Forum, both as members and as observers and guests, as well as their distribution by gender.

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Table 3. Members and other guests attending the meetings of the Standing Commission on Open Government

DATE	MEMBERS AND ATTENDING GUESTS	MEN	%	WOMEN	%
05/07/2018	16	9	56.3	7	43.8
20/11/2018	17	9	52.9	8	47.1
14/02/2019	22	13	59.1	9	40.9

On the basis of this data, it can be stated that the functioning of the Standing Commission has been in accordance with the principle of balanced representation between women and men.

Graph 1. Percentages of members attending the meetings of the Standing Commission on Open Government

■ % HOMBRES ASISTENTES
■ % MUJERES ASISTENTES
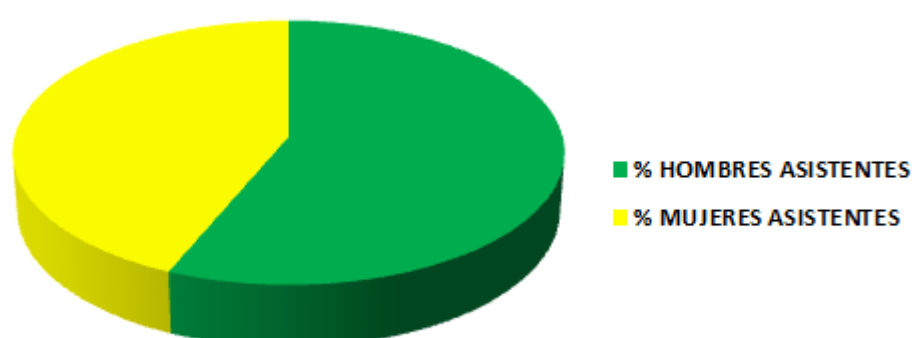
c) Main themes discussed and agreed

The Forum's Standing Commission has played a leading role in monitoring the degree of compliance with the commitments made in Spain's Third Open Government Plan. Furthermore, in all meetings the next steps to be taken and work schedules were discussed and agreed upon with special attention to the organisation of joint initiatives related to some commitments of the Third Plan that required the cooperation of all the PA and civil society, such as the celebration of the Open Government Week 2019 (finally postponed as a result of the electoral regulations), or the development of the education project in open government.

Likewise, the role of the Standing Commission in the assessment of the participation developed in the Third Plan and in the preparatory phase of the Fourth Open Government

Plan, currently in the process of design and approval, as well as in the establishment of the position of the Spanish Authorities on citizen participation in the EU, should be highlighted.

Among the issues discussed and the agreements adopted by the Standing Commission, the following are noteworthy:

- Approval of the "Common Position Document of the Spanish Public Administrations on Citizen Participation. Europe for Citizens Committee".
- Organisation of the Open Government Week 2019.
- Approval of the Road Map for the drafting of the Fourth Open Government Plan and the schedule of actions for its drafting and approval.
- Framework Document of the Fourth Plan.

For more information on the Standing Commission and the content of its meetings, please consult the following link:

https://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/ForoGA.html#comision

2.3 Meetings held by the Forum's working groups, gender analysis and topics discussed

a) Meetings held and topics discussed

The three working groups, agreed upon by the Plenary of the Open Government Forum, and consisting of 8 members, have met 19 times, 6 of them before the formal constitution of the Forum.

The following table summarises the meetings held by each group and the members attending them.

Table 4. Working group meetings and attendance rates

WORKING GROUP	DATE	PA	%	CSO	%	TOTAL	%
Training and Awareness	16/11/2017	4	100	3	75	7	87.5
	22/02/2018	4	100	4	100	8	100
	24/05/2018	3	75	3	75	6	75
	19/09/2018	3	75	2	50	5	62.5
	13/12/2018	3	75	3	75	6	75
	14/03/2019	4	100	3	75	7	87.5
	24/05/2019	4	100	3	75	7	87.5
Collaboration and Participation	11/12/2012	4	100	3	75	7	87.5
	15/03/2018	4	100	2	50	6	75

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GOBIERNO
DE ESPAÑA

MINISTERIO
DE POLÍTICA TERRITORIAL
Y FUNCIÓN PÚBLICA

GOBIERNO
ABIERTO

	14/06/2018	2	50	1	25	**3**	37.5
	18/10/2018	4	100	2	50	**6**	75
	31/01/2019	4	100	4	100	**8**	100
	07/06/2019	4	100	3	100	**7**	87.5
Transparency and Accountability	31/01/2018	3	75	3	75	**6**	75
	26/04/2018	3	75	3	75	**6**	75
	12/07/2018	4	100	2	50	**6**	75
	05/12/2018	4	100	3	75	**7**	87.5
	28/02/2019	4	100	3	75	**7**	87.5
	25/04/2019	4	100	3	75	**7**	87.5

With regard to the topics discussed, it should be stressed that each of the groups focused on the detailed monitoring of the commitments of the Third Plan corresponding to the axes related to the subject matter of the work, and it was usual for those responsible for these commitments to come to account for the degree of compliance and results achieved. The groups have also made progress in preparing the work related to the issues that have been discussed and approved by the Forum's Standing Commission.

For more information on the working groups and the content of their meetings, please refer to the following links:

- Collaboration and Participation Working Group:

  https://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/ForoGA/GrupoColaboracionParticipaci-n.html

- Transparency and Accountability Working Group:
  https://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/ForoGA/GrupoTransparenciaRendicion.html

- Training and Awareness Working Group
  https://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/ForoGA/GrupoFormacionSensibilizacion.html

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b) Gender analysis

The following table shows the number of people who attended each of the meetings of the three working groups, whether as members, observers or guests, and their distribution by gender.

Table 5. Gender data of those attending the meetings of the Training and Awareness Working Group

VOTING MEMBERS, SECRETARY AND GUESTS					
Training and Awareness Group					
DATE	MEN	WOMEN	TOTAL	% MEN	% WOMEN
16/11/2017	11	5	**16**	68.8	31.3
22/02/2018	16	10	**26**	61.5	38.5
24/05/2018	11	8	**19**	57.9	42.1
19/09/2018	7	8	**15**	46.7	53.3
13/12/2018	9	11	**20**	45.0	55.0
14/03/2019	5	9	**14**	35.7	64.3
24/05/2019	8	13	**21**	38.1	61.9

Table 6. Gender data of attendees at meetings of the Collaboration and Participation working group

VOTING MEMBERS, SECRETARY AND GUESTS					
Collaboration and Participation Group					
DATE	MEN	WOMEN	TOTAL	% MEN	% WOMEN
11/12/2017	6	2	**8**	75.0	25.0
15/03/2018	8	7	**15**	53.3	46.7
14/06/2018	3	5	**8**	37.5	62.5
18/10/2018	13	5	**18**	72.2	27.8
31/01/2019	11	9	**20**	55.0	45.0
07/06/2019	9	7	**16**	56.3	43.8

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Table 7. Gender data on attendants at Transparency and Accountability working group meetings

VOTING MEMBERS, SECRETARY AND GUESTS					
Transparency and Accountability Group					
DATE	MEN	WOMEN	TOTAL	% MEN	% WOMEN
31/01/2018	10	13	**23**	43.5	56.5
26/04/2018	5	5	**10**	50.0	50.0
12/07/2018	7	6	**13**	53.8	46.2
05/12/2018	8	11	**19**	42.1	57.9
28/02/2019	9	7	**16**	56.3	43.8
25/04/2019	12	8	**20**	60.0	40.0

As can be seen, the attendance of women and men in the working groups has generally been in line with the principle of balanced representation. However, there have been some exceptions where the presence of women in the groups has been below 40%. This was the case at the meetings of 11/12/2017 and 18/10/2018 of the Partnership and Participation Group and 16/11/2017 and 22/02/2018 of the Training and Awareness Group.

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Annex IV: Report on the functioning of the Open Government Sectoral Commission

Self-assessment report of the Third Open Government Action Plan

Report on the functioning of the Open Government Sectoral Commission

(Commitment 1.2 of the Third Open Government Plan)

The Open Government Sectoral Commission (commitment 1.2 of the Third Spanish Open Government Plan) is a collegiate body for inter-administrative cooperation that brings together representatives with competencies in matters of open government from the Spanish Public Administration, the Authorities of the Autonomous Communities and the Autonomous Cities of Ceuta and Melilla and the Local Authorities, through the Spanish Federation of Municipalities and Provinces (FEMP).

The Commission was set up on 6 March 2017 to promote dialogue and ongoing debate between the above-mentioned Public Administrations, for the exchange of experiences, the development and monitoring of joint initiatives, within the framework of inter-administrative cooperation in the field of open government.

1. Organisation and functioning of the Open Government Sectoral Commission

The organisational and operational rules were approved by its members at the meeting of the sectoral commission on 14/09/201.

1.1 Functions of the Open Government Sectoral Commission
The main functions of the Open Government Sectoral Commission are:

- Debate, exchange of experiences and good practices in initiatives related to transparency, participation, accountability, and other issues related to Open Government.
- Development and monitoring of joint initiatives in the field of Open Government.
- Promotion of other actions that have an impact on the subject and that are aimed at improving public services and developing citizens' rights.

1.2 Composition
The members of the Open Government Sectoral Commission are the members of those management bodies with competencies in matters of open government, of a horizontal nature, of the Spanish Public Administration and those corresponding to the Administrations of the Autonomous Communities and the Autonomous Cities of Ceuta and Melilla.

Four members appointed by the FEMP, representing the Local Administration, also form part of the Sectoral Commission.

The President of the Commission is the titular person of the Secretariat of State of Public Function, who may be replaced by the person holding the First Vice Presidency, which will be carried out by the titular person of the General Directorate for Public Governance of the Spanish Public Administration.

The Second Vice-presidency corresponds to one of the representatives of the Authorities of the Autonomous Communities or the Autonomous Cities of Ceuta and Melilla and is held for six-monthly periods, ensuring alternation in order of date of approval of the respective Statutes of Autonomy.

The Commission has a Secretariat, which is part of the Commission with voice but no vote, and which is held by an official attached to the General Directorate for Public Governance, with the rank of Deputy Director General.

1.3 Functioning of the Sectoral Commission

The Commission may act in Plenary, composed of the Presidency, the two Vice-Presidencies, the rest of the members of the Commission and the Secretariat, and in the working groups that the Plenary decides to create for the fulfilment of its purposes. The purpose of the working groups will be to carry out studies and, where appropriate, to make proposals to the Commission, which will allow a rapid and effective response to the issues raised.

Initially, by agreement of the plenary, it was decided to set up three working groups:

- Collaboration and Participation Working Group.
- Transparency and Accountability Working Group.
- Training and Awareness Working Group

The establishment of the Open Government Forum on 10 May 2018 and the setting up of working groups with the same material scope as those established in the case of the Sectoral Commission made it advisable, for operational reasons, to subsume the activity of the latter under those dependent on the Forum, whose flexible composition made it possible for representatives of the Administration interested in the work in question to attend as members or as guests.

This not only eliminated possible duplication, but also promoted maximum civil society participation in the work carried out.

2. Activity of the Open Government Sectoral Commission

2.1 Meetings held by the Plenary

The Open Government Sectoral Commission has met in plenary on six occasions. The following table shows the meetings held, and the number and percentage of members attending them.

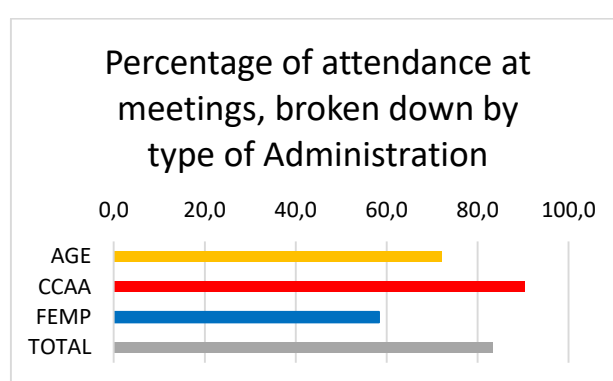Self-assessment report of the Third Open Government Action Plan

Table 1. Number and percentage of members attending the plenary meetings of the Open Government Sectoral Commission, broken down by type of Administration and total.

Date	AGE (3 members)		AC PA (19 members)		FEMP (4 members)		Total (26 members)	
	No.	%	No.	%	No.	%	No.	%
06/03/2017	2	66.7	18	94.7	3	75.0	23	88.5
24/05/2017*	2	66.7	16	84.2	4	100.0	22	84.6
14/09/2017	2	66.7	16	84.2	3	75.0	21	80.8
05/07/2018	3	100.0	16	84.2	1	25.0	20	76.9
20/11/2018	2	66.7	18	94.7	2	50.0	22	84.6
14/02/2019	2	66.7	19	100.0	1	25.0	22	84.6

(*) Representatives of civil society, the academic world, academics, consumer associations and non-profit associations and foundations were invited to the meeting on 24 May 2017 to discuss the Third Open Government Plan.

As can be seen, the participation of public Administrations in the six meetings of the Sectoral Commission was exceedingly high, with percentages close to or above 85% of the members of the Commission.

Graph 1. Percentage of Sector Committee members who have attended meetings, broken down by type of Administration.

2.2 Gender analysis

The following table shows the participants in the Sectoral Commission, both as members and as observers and guests, as well as their distribution by gender. As can be seen, the principle of balanced representation between women and men has been respected in all the meetings held, with female representation rates well over 40%.

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Table 2. Number and percentage of members and guests attending the meetings of the Plenary of the Open Government Sectoral Commission, broken down by gender

	Members and guests				
Date	Men	Women	Total	% Men	% Women
06/03/2017	16	15	31	51.6	48.4
24/05/2017	17	18	35	48.6	51.4
14/09/2017	17	16	33	51.5	48.5
05/07/2018	15	12	27	55.6	44.4
20/11/2018	13	17	30	43.3	56.7
14/02/2019	16	15	31	51.6	48.4

Graph 2. Percentage of attendance at meetings of the Sectoral Commission, disaggregated by gender.
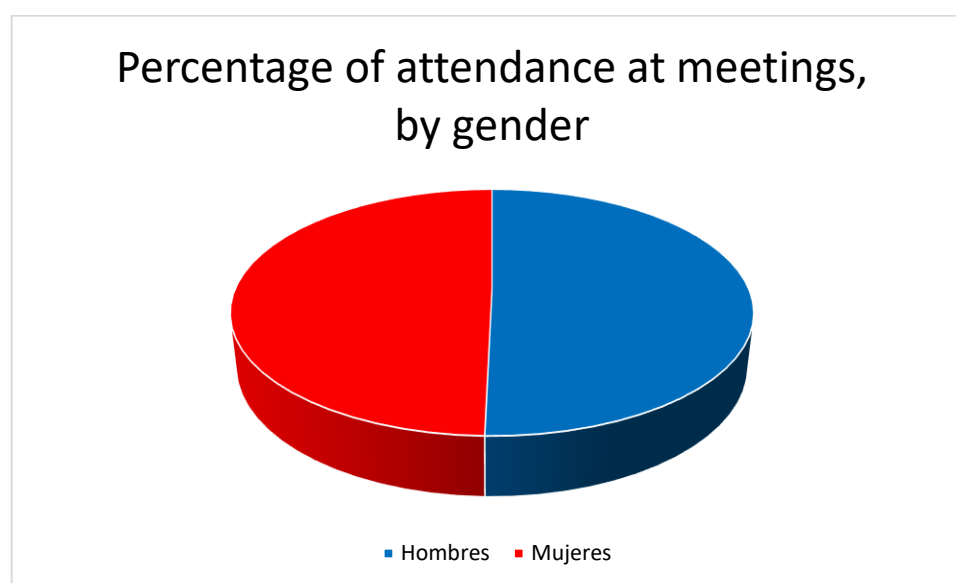
2.3 Issues discussed and resolutions adopted

Among the issues discussed and the agreements adopted by the Sectoral Commission, the following are noteworthy:

- **Preparation of the Third Spanish Open Government Plan**. The drafting of the Third Plan was discussed at the constituent meeting of the Commission on 6 March 2017, as well as at the joint meeting of the Sectoral Commission on 24 May 2017 and the representatives of civil society, at which the draft of the Third Spanish Open Government Plan was

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presented for debate, structured on 5 axes and 20 commitments and which both the representatives of the PA and of civil society were able to make their contributions.

- **Monitoring of the Third Open Government Plan of Spain**. Since its approval in July 2017, all the meetings held by the Sector Committee have included in their corresponding agenda an item dedicated to monitoring the degree of compliance and progress made in the implementation of the Third Plan, in which the persons responsible for the different commitments have reported in detail on the degree of implementation of these commitments, and the members of the Committee have been able to request clarifications or make observations.

- **Creation of a multi-stakeholder Open Government Forum.** The Open Government Sectoral Commission gave the green light to the constitution, first informally and later formally, of the Open Government Forum, a space for dialogue and meeting between Spanish administrations and civil society organisations. The forum was created by Order HFP/134/2018, of 15 February, which created the Open Government Forum.

- **Organisation of the Open Government Week.** The Sectoral Commission played an important role in the organisation of the Open Government Week 2018, which took place from 7 to 11 May 2018, with events held throughout Spain with the participation of all the PA and in collaboration with civil society.

Spain was the country that organised more events worldwide: nearly 40% of the total, with 347 events organised. The assessment of Open Government Week 2018 is available on the Transparency Portal.

Regarding the Open Government Week 2019, scheduled at the request of the OGP, it was agreed to postpone it due to the coincidence of the dates proposed by the Alliance with the electoral campaigns for the General, Autonomous and Local elections.

- **Education in Open Government.** Education in Open Government is one of the main commitments acquired in the Third Open Government Plan. It is a cross-cutting project whose objective is to promote the acquisition by students of social and civic skills for the exercise of democratic citizenship, in which the Public Administrations are required to be transparent and accountable, and to exercise a responsible attitude of collaboration and active participation in public affairs. The project is aimed at teachers and students of Primary, Secondary and Baccalaureate Education, and includes drawing up educational guides of Open Government, the training of teachers and the implementation of educational projects in Primary, Secondary and Baccalaureate centres, etc.

The Sectoral Commission has played a leading role in ensuring, through collaboration, the success of this joint initiative in which training through two massive online courses, in collaboration with the National Institute of Educational Technologies and Teacher Training (INTEF), and the development of 20 teaching projects during the 2017-2018 academic year and another 16 in the 2018-2019 academic year in the country are noteworthy. Pilot experiences have also been developed in Lisbon (Portugal), Neuilly-Sur-Seine (France) and Tangier (Morocco).

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As part of this initiative, it is also worth highlighting the preparation, debate, and publication of the Guides to Education in Open Government for Primary, Secondary and Baccalaureate, which have been translated into the co-official Spanish languages, as well as into English and French.

Image of the covers of the Education Guides in Open Government.

- **Public Administrations Sectoral Conference**. At its meeting on 20 November 2018, the Sectoral Commission was informed of the adoption, on 22 October of the same year, by the Public Administrations Sectoral Conference, of its Rules of Organisation and Functioning, under which the Conference will analyse and propose measures, strategies, objectives and guidelines on matters relating to the Public Administrations, public employment and training of public employees, e-administration, administrative organisation and procedures, simplification of administrative burdens and open government.

  The inclusion of open government among the issues that can be addressed by the Public Administrations Sectoral Conference is an important step forward, since the regulatory design of this first-level multilateral cooperation body will make it possible to promote monographic debates on this subject in the future with the participation of the highest level of government and the AC on issues such as transparency and citizen participation.

- **"Europe for Citizens 2014-2020" programme and debate and approval of the "Common Position Paper of the Spanish Authorities on Citizen Participation. Europe for Citizens Committee**". At the meeting of 14 February 2019, the aforementioned common position document was approved, which has enabled the Spanish PA to contribute to enriching the general debate on citizen participation in the EU, making their contribution to the European Commission through the channels established for participation in European affairs.

  The initial text consisted of a document prepared collaboratively by fourteen Autonomous Communities, within the framework of the Autonomous Network of Citizen Participation and was presented to the Commission by the representative of Castile-La Mancha, at its meeting on 20 November 2018. At this meeting, it was agreed to draw up a joint document that would bring together the position of the three levels of public Administrations.

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The Working Group on Collaboration and Participation worked on this document at the meeting held on 31 January 2019, and thus, on the basis of the aforementioned initial document, a consensus text was drawn up, which was approved at the meeting of the Sectoral Commission on 14 February 2019.

- **Framework Document for the Drafting of the Fourth Open Government Plan**. Prior to its approval by the Open Government Forum, the Sectoral Commission gave the green light to the "Road Map" for the drafting of the Fourth Open Government Plan, as well as to the "Framework Document" with the general guidelines or principles that would guide the participatory process of preparation of the Fourth Plan, as agreed on 31 January 2019, in the Forum's Working Group on Collaboration and Participation. In summary, the Framework Document addresses the following issues:

  1. The criteria for the development of the participatory process: representativeness, involvement at the highest level, participation from the first moment, even before the processing of public information, transparency, and accessibility, so that those who want to participate can do so.

  2. The general objectives of the Fourth Plan: to promote and strengthen citizen participation; to deepen transparency and accountability; to build a system of public integrity; and to raise awareness in society.

  3. The criteria for the assessment and selection of citizen proposals: contribution to the development of open government values; legal and budgetary viability of the proposals; technical viability; cross-cooperation (different levels of administration); transformative impact; and social inclusion.

  For more information on the Standing Commission and the content of its meetings, please consult the following link:

  https://transparencia.gob.es/transparencia/transparencia_Home/index/Gobierno-abierto/ComisionGA.html

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Annex V: Report on the Improvement Plan of the Transparency Portal

Report on the Improvement Plan of the Transparency Portal

MONITORING THE ACTIONS TO IMPROVE THE TRANSPARENCY PORTAL

BALANCE AT 30/06/2019

1. Introduction

The objectives of the Third Open Government Plan of Spain are to strengthen the mechanisms for participation and dialogue with society, to ensure inter-administrative cooperation between the different levels of administration, and to strengthen the foundations of open government. The plan forms part of Spain's commitments in the Open Government Partnership, of which Spain is a member.

Commitment 3.1 of the Third Open Government Plan is the Improvement of the Transparency Portal and the Right of Access to public information , which aims to strengthen transparency by designing and implementing a Plan to improve the portal, extending and improving the quality of information and its cognitive accessibility and simplifying and facilitating the exercise of the citizens' Right of Access to public information .

The purpose of this document is to summarise the **situation on 30/06/2019,** the date on which the Plan was completed, regarding the actions to improve the Spanish Public Administration's Transparency Portal.

The Improvement Plan for the Transparency Portal has been carried out from a participative perspective, in which inputs from civil society have been taken into account, and modifications have been made to the information architecture to make searches more intuitive, optimisation of the information search system to make it more effective, improvement of the quality of the contents, introduction of new updated information, and simplification of the Right of Access to public information for citizens.

The Plan for the Improvement of the Transparency Portal is published at http://transparencia.gob.es/transparencia/dam/jcr:ea73a640-2fe4-4db8-b7b0-a99fb28d3e31/02_Documento%20Mejoras%20Portal%20Transparencia.pdf

A total of 28 measures have been identified under 6 action lines:

1. L1. General aspects
2. L2. Information architecture
3. L3. Active advertising
4. L4. Quality and accessibility of information
5. L5. Participatory spaces
6. L6. Exercise of the Right of Access to public information

2. Status of the portal

2.1 Line 1: general aspects

Measurement L1.M1. Name of the Transparency Portal

The logo of the Transparency Portal and the welcome text adjacent to it on the main page of the portal announced the portal as "The Spanish Government's Transparency Portal". However, Article 10 of the Transparency Law refers to the "Transparency Portal of the Spanish Public Administration", a term that is consistent with the Spanish legal system and clearly differentiates between the bodies "Government" and "Administration" according to Law 50/1997 of 27 November on the Government and Law 40/2015 of 1 October on the Legal System of the Public Sector.

In the new version, the name has been changed to adapt it to the one established by the Transparency Law "Spanish Public Administration Transparency Portal". The logo representing the brand of the portal has also been changed, taking as a reference the existing one.

Status of the Measure: **Completed**

Measure L1.M2: Visual aspects

The Spanish Public Administration (AGE) Transparency Portal extends its scope of action to the whole of the AGE, regardless of whether it is attached to a particular ministerial department. It is recommended that visual features be used that differ from those of other official digital publications associated with AGE sectors with vertical functions

In this measure, the visual aspects of the Portal have been improved by deepening the contrast between the different visual elements: logos, menus, content areas, etc., highlighting especially the use of the "button" concept to access the information offered by the Portal.

Status of the Measure: Completed

Measure L1.M3: Global search engine

In portals with a wealth of information available, it is difficult to organise it in a way that satisfies all users. In these cases, the design and configuration of a good free text search engine is key, capable of separating itself from administrative terminology and formal, intuitive language, which does not require prior knowledge of the subject, with the necessary contextual help extended to the whole portal.

A new search engine has been implemented and work is under way on internal restructuring of internal information.

After creating the new "contents", derived from the recent and gradual publication of the royal decrees on the structure of the ministerial departments, actions were taken to transfer information from the old "content" to the new one, as well as the consequent contingency plan in case of consistency failures in the new structure. After finishing this work, the contents of the portal have been reassigned according to the new organic structure of the Spanish Public Administration. The thematic search engine has been adapted to the new situation and the inconsistencies of the search engine by information fields have been eliminated.

As of 31 March 2019, we consider the search engines implemented and in operation.

Status of the Measure: Completed

Measure L1.M4: Adaptation to mobile terminals

The purpose of this measure is to be able to visualise the portal on mobile devices, smartphones, PDAs, digital tablets, etc.

The changes have been made so that the new version of the Portal has the same features with respect to mobile devices as the previous version, although they have yet to be fully displayed.

Once the contents of the centres have been consolidated and located in the new administrative structures, the adaptation work is expected to begin. To this end, it is necessary to carry out a series of developments whose contracting is pending.

The necessary developments for the adaptation of the contents to the sizes of the different screens of mobile devices are pending of the corresponding contracting. This measure will be carried out after the deadline established in the Third Open Government Plan.

Status of the Measure: Postponed

2.2 Line 2: information architecture

Measure L2.M1: Design of the spatial structure

The presentation pages of the contents have some areas of greater visibility than others. Thus, in a first observation our look is more focused on content located at the top of the screen, from the middle to the top, and on the right side, from the vertical half to the right.

The objective of the measure is to organise the home page according to the information, data, or services most in demand according to blocks (contents) located in more visible areas.

The home page has been redesigned, representing in the main block three graphic areas: the accesses to the most important sections (active publicity, open government ...) represented by images, the accesses to the different classifications of active publicity visualised by means of icons and the direct accesses both to the information elements of active publicity and other

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services of interest grouped in the third area. On the other hand, on the right side of the home page, the news and specific information to be highlighted has been maintained.

Status of the Measure: Completed

Measure L2.M2: General navigation design

The aim of this measure is to achieve a more intuitive navigation and make it easier to navigate between subcategories. A proper design of the navigation will allow quick and intuitive searches for information, data, or services, which will reduce access time and dependence on help systems: guides, videos, search engines, etc.

The information elements to be considered in the new version have been identified, changing the old classification by two new taxonomies: subjects (closer to the citizen) and according to the law. The general navigation scheme has been modified to represent these taxonomies allowing direct access to each information element from both its corresponding category and from each of the ministries.

Status of the Measure: Completed

Measure L2.M3: Menu and sub-menu design

The aim is to design some main menus and sub-menus that economize the steps in the navigation, with an attractive design and easy accessibility.

The main menu of the page has been modified both in its design and in its content. The menus of Ministries and Categories have been unified into one of Active Publicity, having this as sub-menus the categories of the classification of subjects. Likewise, the concepts of Open Government and Citizen Participation have been separated into two menus.

Status of the Measure: Completed

Measure L2.M4: Adaptation of the functional structure to the transparency law

One of the aspects of the Transparency Portal to be improved is the adaptation of its structure to the LGBT (Transparency and Good Governance Law, by its initials in Spanish), since some concepts of the law are not reflected as such, with the same denominations, in the portal.

The information elements have been classified according to the transparency law. It has also been decided to allow access by categories according to a more detailed and intuitive classification of subjects.

Status of the Measure: Completed

Measure L2.M5 Separation of information not belonging to Active Publicity

It aims to clearly define the section on active publicity in the Portal according to the criteria set out by the LGBT.

The Portal has been structured so that when the active publicity page is accessed, only active publicity content appears, and you can only navigate to active publicity content. The access, from active publicity, to other contents (Open Government, Participation ...) is done through the main menu.

Status of the Measure: Completed

Measure L2.M6: Interrelation of independent information elements

The aim is to present institutional and organisational information from the ministries in a grouped form, which is distributed in independent and unconnected information elements.

The most appropriate information elements to be interrelated are those related to the subject Senior Management. In this sense, a list of these elements has been designed through the organisation chart of each ministerial department, where from each position senior officials are linked to their curriculum, agenda, remuneration, etc.

Work has been done on new organisational charts with links to the curricula vitae of senior managers. The new organisation chart models for ministerial departments are already published and are progressively being published along with photographs of government positions and links to curricula vitae, salaries, job relations, the minister's agenda, the department's official portal and the Royal Decree that develops the department's structure. From one point you can access information related to the high position and that may be of interest to the citizen. Information on salaries and severance pay has also been interlinked with information on curricula vitae.

Status of the Measure: Completed

2.3 Line 3: active publicity

Measure L3.M1: Establishing a specific menu for active publicity

The goal is to create your own menu that leads directly to active publicity.

A direct access from the main menu to the active publicity page has been created in which all the information elements are represented grouped by categories of the subject taxonomy. From the active publicity sub-menus you can access the pages containing the information elements of each of these categories.

Status of the Measure: Completed

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Measure L3.M2: Classification of information contained in each category

Description:

Distinguishing in each category between voluntary and statutory advertising is considered appropriate.

The information elements in each category have been separated into two classes: those that are mandatory by law and those that are voluntary; they are graphically differentiated by separators identified by "More Transparency".

Status of the Measure: Completed

Measure L3.M3: Organisation of the Regulatory Section

Description:

The measure consists in clarifying and reorganising the contents of legal standards in coordination with ministerial departments, since the sections dedicated to the publication of standards are very extensive and are organised in four categories, complicating searches for the desired standard.

The identifiers of the regulatory information items have been changed. The implementing regulations have been grouped under the subject of Organisation and Employment, in addition to changing their content. The rest of the information elements of regulations have been ordered according to the time flow of development of the subject Regulations: participation, elaboration and finalised. Likewise, the information element corresponding to citizen participation has been included in other non-regulatory documents.

Status of the Measure: Completed

Measure L3.M4: Organisation of the section on organisational structures and functions

The sections on organisational structures and functions are in most cases reduced to links to the corresponding standards in the Official State Gazette, a resource that is considered necessary but should not be unique. There is a need for intermediate explanatory information. On the other hand, there is some confusion between organisational structure and organisational chart, when the latter is only a graphical, simplified representation of the former.

The information of each ministry corresponding to structure and functions has been grouped in a single page with a link from it to the regulations of each one of them.

Status of the Measure: Completed

Measure L3.M5: Organisation, through clarification, of the section on plans and programmes

Description:

The search for objectives or any other concept related to plans can be simplified. The aim is to reorganise the contents referring to plans and programmes in a clearer and more intuitive way and to purify the information that is not related to transparency.

The information elements corresponding to Plans and Programmes have been reorganised, relocating the information element Letters of Service to another subgroup.

Status of the Measure: Completed

Measure L3.M6: Organisation of the section on statistics and reports

The Transparency Law provides for the publication of statistical information needed to assess the degree of compliance and quality of public services within its competence, in the terms defined by each competent administration. The aim is to reorganise and purify more clearly the contents of the statistical information and reports of the Portal.

The information elements corresponding to the general quality framework have been included in the category Planning and Statistics, information elements on the general quality framework of the Spanish Public Administration: global reports on the monitoring of the quality of services.

Status of the Measure: Completed

Measure L3.M7: Adding new Active Publicity elements

This measure is intended to publish information on new elements of active publicity, since there are a number of elements of active publicity demanded by citizens when exercising the Right of Access to public information and which are considered to be in the public interest.

Some new information elements have been added such as reports on service quality, quality awards, reports on citizen perception of public services, information on public employment (public employment offer, statistical competitions for personnel, remuneration of local authorities, personnel conditions and minutes of negotiation tables), information on codes of conduct for public employees, principles of good governance, property and property rights from 2014, new information on real estate, State property management and protected cultural assets, information on subsidy plans, register of data processing actions, personal data protection delegates, and information on departmental information units.

There are currently 51 items of information on Active Publicity, 29 required by the transparency law and 22 of voluntary publication. Most of these elements have, in turn, a broad and dense content.

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The information that can be published periodically and updated is increasing, it is a continuous and constant task over time.

Status of the Measure: Completed

2.4 Line 4: quality and accessibility of information

Measure L4.M1: Adaptation of the contents to a more comprehensive language

It aims to achieve more comprehensive texts as some of the texts in the portal use an excessively technical language that is only understandable by people familiar with the administrative world.

The texts and context information for each category and information item have been modified.

Intermediate pages have been created with preliminary information that facilitates direct access to the contents that the interested party wishes and contents have been retouched.

The main and introductory pages of the information elements have been redrafted and other intermediate pages have even been created so that the text is more comprehensible and the information published in tables and graphs is summarised.

It represents a continuous and permanent work and therefore the proposed measure is terminated, although changes will continue to be introduced and the quality of the texts improved.

Status of the Measure: Completed

Measure L4.M2: Improved Help Guides

Certain deficiencies have been detected in the current guides, some related to their adaptation to the structure of the LGBT and others to their didactic facet.

From different materials referring to Active Publicity used in training courses, events, etc., a help document has been designed that will include part of these contents, once they have been adapted to the purpose for which they are intended.

Help documents on different aspects of the transparency portal have been published in different formats: Transparency Law, Active Publicity, Right of Access to Public Information, etc. As the need is detected, different materials to help citizens related to transparency will be published.

Status of the Measure: Completed

Measure L4.M3: Improvement of visual materials

The visual materials of the Portal need to be updated.

Once the scripts were prepared, the videos developed and the different formats prepared, they were published.

Status of the Measure: Completed

Measure L4.M4: Extension of the use of more reusable publication formats

Regardless of the publications whose source sources use other formats, and although it is very common for the portal to publish information in totally reusable formats, there are still documents published only in PDF format, which is a highly demanded format, and which it is advisable to present also in other more reusable formats.

The documents have been prepared in reusable formats. In the case of documents whose origin is the Official State Gazette, they are presented, firstly, in HTML format and with the possibility of choosing other formats, such as ePUB and PDF.

For non-centralised information and in table format it is also available in CSV and/or Excel formats.

The few documents shown exclusively in PDF format are provided by links from other portals.

Status of the Measure: Completed

2.5 Line 5: participation spaces

Measure L5.M1: Participation spaces

The idea is to create spaces that allow the interested party to consult, make proposals, express opinions, suggestions and, in general, participate in matters related to transparency that the Administration proposes. On the other hand, the user often feels the need to give his or her opinion or make some kind of suggestion about the content of a specific page or other aspects of the portal while browsing. It is therefore important to create quick accesses from any location to suggestion boxes.

On all the pages of the Transparency portal, on the right-hand side, there is a tab called "Your opinion counts" which, when activated, gives access to the possibility of sending your opinion or suggestion on the contents of the portal or any other matter that the interested party considers to be of interest.

The participatory space for monitoring the third Open Government Plan is now fully operational and is being used by both citizens and the public administration, so the measure can be considered completed.

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Finally, the design of what may be a participatory space for general use in the Portal is being carried out. Its development and complexity, which also impacts on the administrative organisation, should be addressed in the framework of future Open Government actions.

Status of the Measure: Completed

Measure L5.M2: Improvement of statistical information on the activity of the Portal

The statistical reports and, in general, the most visited information and sections, and the exercise of the right of access to public information, are a good knowledge base for the improvement of the transparency of the Administration. Statistical information needs to be improved.

Statistics on the right of access have been included, such as

- Breakdown by month of the number of requests for access to public information
- Details of the data of concession (total/partial, by type), inadmissibility (causes) and refusal (causes) of the applications, with their corresponding graphics.
- Information on the type of applicant (male/female/legal entity)
- Inclusion of user data.
- Biannual update of the claims data.
- Evolution of applications and applicants by years.
- Number of applications per applicant.
- Specific section on gender perspective (proportion of questions asked by women and men according to ministry and subject).

In general, the data provided since the first publication of the portal has been broken down on a monthly basis in order to see the evolution of these indicators more clearly. Some graphs have been added to facilitate rapid understanding of the information published.

The contents of the monthly bulletins of the Transparency portal have been consolidated and accepted by the vast majority of users.

Status of the Measure: Completed

Measure L5.M3: Space for public participation in the development of standards

The aim is to improve the web space for public participation in regulatory projects.

Article 133 of Law 39/2015, of 1 October, on the Common Administrative Procedure of Public Administrations, requires the competent Administration websites to obtain the opinion of the subjects and most representative organisations potentially affected, either before the project is drawn up, through public consultation, or subsequently by publishing the text to obtain any additional inputs that may be made by hearing the affected citizens, organisations or associations recognised by law that group together or represent the people whose rights or legitimate interests are affected by the regulation. This participation in the drafting of

regulations is also provided for in article 26 of Government Law 50/1997 of 27 November 1997 and in Order PRE/1590/2016 of 3 October, which publishes the Agreement of the Council of Ministers of 30 September 2016 in order to harmonise both the aspect of the regulatory space and its structure.

On the other hand, this same order, in the Second Agreement, indicates that citizen participation may also be initiated through the Transparency Portal, which will channel the corresponding proposals to each competent ministerial department, Transparency and in point 6 of this same Third agreement that the access point will include a link to the Transparency Portal, indicating that citizens may consult there the status of the processing of those regulatory projects for which these procedures have been completed and it is mandatory that they be published in this portal.

At this time, the possibility of public participation in the process of preparing draft regulations is operational. Each ministerial department has a space where the regulations for public information are housed and can be accessed from the Transparency Portal.

Without prejudice to the above, analyses are being made in order, in the medium term, to frame this space within what would be a space for citizen participation, in a broader sense.

Status of the Measure: Completed

L5.M4 Improving information on other channels for attending to citizens

There are other attention channels available (PAG, twitter, 060, etc.) but they need to programme their activity in an integrated way, and improve the style of the messages, which are more dynamic, with infographics and images, soften the administrative language, etc.

Furthermore, the information published on the services offered at the General Access Point, http://administración.gob.es, needs to be improved to adapt it to the needs of the Transparency Portal so that it becomes an active complement to transparency in the AGE.

A start has been made on greater integration especially in the cases of regulation and employment.

Some texts in the general access point have been improved and have connected information that, in principle, can be published in both portals. For example, the organisation charts of ministerial departments and their dependent bodies. Recommendations have also been published on various channels for requesting information, alternatives to the right of access.

On the one hand, we have taken advantage of the information available in other channels, increasing the efficiency of human resources, and on the other hand, integrating the social network teams. This measure is considered completed, although, as with other measures, the introduction of necessary adjustments will be inevitable as distortions occur during its operation.

Status of the Measure: Completed

GOBIERNO
DE ESPAÑA

MINISTERIO
DE POLÍTICA TERRITORIAL
Y FUNCIÓN PÚBLICA

GOBIERNO
ABIERTO

2.6 Line 6: exercise of the Right of Access to public information

Measure L6.M1: Simplification of the identification system

The identification and electronic signature of requests for information submitted by electronic means required the use of the Cl@ve System or any other advanced electronic identification and signature system. Access to the information of the Portal needed a more agile system of identification.

A new identification system has been put in place that allows the right of access to public information to be exercised more easily, quickly, and intuitively and is an added facility to the practice of this right.

From now on, the electronic identification can be done by means of the Tax ID Number/Foreigner ID Card Number, which is automatically generated by the Portal and can be later modified by the user.

Status of the Measure: Completed

Measure L6.M2: Consultation and suggestion channel

The consultation and suggestion service is fundamental for the improvement of the services that the Administration offers the citizen and for the relationship between the latter and the central government. Through this channel, citizens feel that they are participating in the central government's tasks.

It is intended to facilitate the submission of complaints and suggestions.

The flow of complaints and suggestions has been organised internally in such a way as to facilitate their management: control through a repository of queries, sending them to the competent body, monitoring them, filing the replies to improve knowledge, etc.

The consultation channel is fully operational.

Status of the Measure: Completed

Measure L6.M3: Disclosure of new channels for the exercise of the Right of Access to public information

The disclosure of new channels in the relationship between Administration and citizens enriches the final result of public policies by promoting a culture of participation in the tasks of the Administration. If, in addition, these channels are adapted to exercise the right of access, then this relationship will be simplified and facilitated.

However, the disclosure of the right of access to other channels is delayed *sine die* and by the new strategy established by the General Secretariat for Digital Administration, to converge towards a complete manager for the electronic processing of the files that are initiated in the electronic office. It is not possible to quantify this convergence in time due to the technical contingencies that may arise during its development, so the latter activity is withdrawn from the plan. This situation has led to modification of the description of commitment 3.1 assumed in the Third Plan, having communicated this situation to the OGP.

Status of the Measure: Postponed

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2.7 Summary of the state of affairs

LINE 1: GENERAL ASPECTS				
Measures and actions		**Implementation schedule**		
		First half of 2018	Second half of 2018	First half of 2019
no.	Name			
Measure L1 M1	Name of the transparency portal	Completed		
Measure L1 M2	Visual aspects	Completed		
Measure L1 M3	Global search engine			Completed
Measure L1 M4	Adaptation to mobile terminals			Postponed

LINE 2 : INFORMATION ARCHITECTURE				
Measures and actions		**Implementation schedule**		
		First half of 2018	Second half of 2018	First half of 2019
no.	Name			
Measure L2 M1	Design of the spatial structure	Completed		
Measure L2 M2	General navigation design	Completed		
Measure L2 M3	Menu and sub-menu design	Completed		
Measure L2 M4	Adaptation of the functional structure to the law	Completed		
Measure L2 M5	Separation of information outside of Active Publicity	Completed		
Measure L2 M6	Interrelationship of independent information elements		Completed	

LINE 3: ACTIVE ADVERTISING				
Measures and actions		**Implementation schedule**		
		First half of 2018	Second half of 2018	First half of 2019
no.	Name			
Measure L3 M1	Establishment of Active Publicity Menu	Completed		
Measure L3 M2	Classification information contained in each category	Completed		
Measure L3 M3	Organisation of the Regulatory Section	Completed		
Measure L3 M4	Organisation section on structures and functions	Completed		
Measure L3 M5	Organisation section on plans and programmes	Completed		
Measure L3 M6	Organisation section on statistics and reports	Completed		
Measure L3 M7	Adding new Active Publicity elements			Completed

LINE 4 : QUALITY AND ACCESSIBILITY OF INFORMATION				
Measures and actions		**Implementation schedule**		
		First half of 2018	Second half of 2018	First half of 2019
no.	Name			
Measure L4 M1	Adaptation of contents to more comprehensive language		Completed	
Measure L4 M2	Improved Help Guides		Completed	
Measure L4 M3	Improves visual materials			Completed

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Measure L4 M4	Extended use of reusable formats			Completed

LINE 5 : PARTICIPATORY SPACES

Measures and actions		Implementation schedule		
no.	Name	First half of 2018	Second half of 2018	First half of 2019
Measure L5 M1	Participation spaces			Completed
Measure L5 M2	Improvement of statistical information activity Portal			Completed
Measure L5 M3	Space for participation in standards development			Completed
Measure L5 M4	Improved information on other channels		Completed	

LINE 6 : EXERCISE OF THE RIGHT OF ACCESS

Measures and actions		Implementation schedule		
no.	Name	First half of 2018	Second half of 2018	First half of 2019
Measure L6 M1	Simplification of the identification system			Completed
Measure L6 M2	Consultation and suggestion channel		Completed	
Measure L6 M3	Disclosure new channels for access rights		Postponed	

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Annex VI: Abbreviations and acronyms

AGE: General State Administration by its initials in Spanish.

CJE: Spanish Youth Council, by its initials in Spanish.

DGGP: General Directorate for Public Governance.

FEMP: Spanish Federation of Municipalities and Provinces, by its initials in Spanish.

INAP: National Institute for Public Administrations.

INE: National Institute of Statistics, by its initials in Spanish.

INJUVE: Youth Institute, by its initials in Spanish.

MOOC: Massive open online course.

IRM: Independent Reporting Mechanism of the Open Government Partnership.

OGP: Open Government Partnership.

CSO: Civil Society Organisations.

SGGA: Deputy General Directorate for Open Government.

EU: European Union.

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