



MEMORANDUM OF INTENTIONS

VANADZOR-GYUMRI LOCAL OPEN GOVERNMENT PARTNERSHIP JOINT ACTION PLAN

Introduction:

The Government of Armenia joined the Open Government Partnership (OGP) Initiative in 2011 and created its [First action plan](#) in 2012.

The [2018-2020 National action plan](#) and the commitments were the most ambitious and transformative.

Local government reform has always been at the interest of the OGP agenda. The principles of democracy, good governance, and the reduction of corruption, participatory governance have been applied not only to the executive but also to the legislature and local communities.

In 2020, the OGP-Armenia Secretariat kicked off meetings and discussions with the Ministry of Territorial Administration and Infrastructure and with representatives of large communities. As a result, were agreed the communities of Gyumri-Vanadzor to join the Local-OGP process on a joint (consortium) basis. These jurisdictions have a path of experience of the participatory processes and have succeeded in achieving dialogue with the community stakeholders and other organizations.

During the regular online meetings in June-August Vanadzor and Gyumri Municipalities, OGP-Armenia Secretariat, Civil Society Partners, USAID, UNDP, Council of Europe, GIZ and other stakeholders agreed on putting efforts to establish effective dialogue for the Vanadzor-Gyumri Local OGP co-creation.

In October 2020, the mayors of Vanadzor and Gyumri submit [an application/EOI](#) to the Local-OGP Support Unite for considering a joint application of Vanadzor-Gyumri (consortium) for the

Local-OGP membership. Finally, the consortium of these [communities officially has become Local-OGP community's member](#).

Despite the challenges of 2020, the Covid-19, and [Azerbaijan's rampant war against Artsakh](#), the communities of Vanadzor and Gyumri have kicked off the co-creation processes.

In March-April of 2021, with the support of the OGP-Armenia Secretariat and the UNDP-Armenia office were organized a series of skills development and capacity building courses for the partners of Vanadzor and Gyumri communities' administrations and Civil Society Organizations.

The trainings' component presented the general concept of the Open Government and the role/importance of the electronic democratic instruments developed in Armenia (also during the Covid-19). A total of 70 participants were trained.

In April, Vanadzor and Gyumri municipalities announced [an open call-invitation](#) for the cooperation. The call was directed to the community partners and stakeholders then were followed by an open call for the proposals collections (Vanadzor: <https://bit.ly/2XcBL9H> , Gyumri: <https://bit.ly/3nrTO6g>). The Communities proposed 8 main directions which could be helpful with the proposal's orientation. About 16 CSOs from two communities expressed their willingness to participate.

All in all, were collected 30 proposals, many of which were either duplicated in content that didn't comply with the OGP principles, or were subject to revision or discussion.

On these issues, on 29th July (2021), with the assistance of the OGP-Armenia Secretariat, EC Office-Armenia and the Ministry of Territorial Administration and Infrastructure was held [a joint \(hybrid\) meeting of Vanadzor and Gyumri communities' municipalities and CSOs representatives](#). The participants discussed the proposals together, classified them into digital, innovation, and participatory. As a result, these proposals were discussed and adjusted with the municipalities' administrations.

Strategic vision

The Vanadzor-Gyumri communities are one of the largest and progressive communities in Armenia. In recent years, communities have stood out for initiatives that have helped increase the transparency of local governments, improve participatory processes, and constructive collaboration with international and local CSO partners.

At the beginning of the Local-OGP membership, community representatives, CSO partners took into account the available community experience and resources, responsibilities, local characteristics, the current economic and political situation in the country, as well as forecasts of future development.

As of 1 February 2021, these two communities and the Municipality of Pila (Poland) - signed the EU Alliance for Sustainable Green Governance (CPC ALLIANCE) ABC.GoV. Members of the Alliance for Better City Governance (in Armenian). The program includes areas such as improving policies and instruments for sustainable urban management, creating a clean environment, green public transport, recycling and building the capacity of local workers.

All stakeholders of Vanadzor and Gyumri communities agreed for overcoming economic, social and educational development problems in the communities, it is necessary to provide institutional

mechanisms for participatory and democratic actions, integrity and for the formation of communities' local professionals' staff.

The second part of this Memorandum envisaged commitments that significantly will improve the transparency, governance mechanisms and public oversight of community resources. The issue of effective management of community resources is a goal not only for these communities but also for all communities in Armenia. At first, these commitments will clarify and identify communities' resources (property - not property), then will define the mechanisms for their management, donations and utilization. This intends the creating an open community resources registry.

The structure of the community budgets, its inputs, and outputs are always subject of interest for the community members and international organizations. Often the information is provided in too numerous, unreliable sources. Thus, the introduction of an "interactive" or "open data" format for presenting community budgets can significantly improve public perception of community budgets, transparency, and increase trust in community authorities.

Environmental issues and the safety of public transport have remained the focus of attention for many years. Public controlling of transportation and participation in improvement processes could help to ensure a safer transport system.

The "green" transport commitment is presented, as it would significantly improve the environmental situation - public control over public transportation.

Many of the above-listed priorities require a long-term correct study, formulation, oversight and monitoring. Given these challenges, the resources and expertise of the municipality may not be sufficient to meet these obligations. Constructive dialogue and cooperation with CSOs, Private Sector and International organizations could guarantee reaching ambitious agenda and for the best fulfillment of the undertaken commitments.

After the final adoption of the Vanadzor-Gyumri Local-OGP action plan, the municipalities will form Working groups (for each community) to assist municipalities in organizing public discussions on the implementation of commitments, educational processes for the special commitments, organizing specific campaigns to inform the public about the Local-OGP actions and launch public monitoring mechanism. Thus, municipalities will work with Local-OGP partners on a joint agenda by mutual agreement.

CSO partners and other organizations can organize and create an independent monitoring mechanism to support the Local-OGP's co-creation, implementation and undertake a review of the priorities of the next plas.

Commitments

1. Transparency of community resource management		
Commitment Start and End dates	2021 December - 2023 July	
Lead implementing agency	Vanadzor and Gyumri municipalities	
Person responsible from implementing agency/ Title, Department, E-mail, Phone	<p>1. Karen Badalyan - Acting Secretary of the Administration of the Gyumri Municipality, k.badalyan@gyumricity.am , 2-22-03</p> <p>Suren Janoyan - Head of the Budget of the Revenue Collection Department of Gyumri Municipality, s.janoyan@gyumricity.am , 2-22-39</p> <p>2.Arthur Ohanyan - Secretary of the Administration of Vanadzor Municipality, aohanyan1980@gmail.com , 044044777</p>	
Other actors involved	Other state actors involved	Vanadzor Municipality's Public Relations, Housing and Utilities and Financial Departments.
	Civil society, private sector	
Issue subject to regulation	<p>Community resource management needs to be made more transparent and accountable.</p> <p>In this regard, it is quite important to clarify and introduce competition procedures and mechanisms for community property resources. An existing or newly created electronic community resource inventory application/tool (defining what counts as a community resource) should be used to clarify procedures for each use (grants, assistance/aid, donations, sale, auction, rent, etc.). Often grants are provided from the municipal budget of a particular organization, assistance to citizens and other donations about which there is no reliable information. Developing a reporting and monitoring mechanism will help improve the effective management of community resources.</p>	

Brief description of the commitment	<p>It is necessary to create a unified register/system of community resources for the communities of Gyumri and Vanadzor, where the community resources will be determined: movable and immovable property (including the community budget), determination of procedures, mechanisms and legal procedures. to manage these resources. Particular attention is paid to assistance provided from the community budget, grants, donations, management of the public real estate and Cemetery management problems.</p> <p>Mapping and addressing are possible here, the order has already been approved by the government. In particular, comprehensive information on land acquisition.</p>	
OGP challenge addressed by the commitment	Effective transparent management of public resources, provision of reporting and monitoring mechanisms.	
Relevance to the OGP values	<p>Transparent</p> <p>Accountability</p> <p>Participation</p> <p>Innovation</p>	
Support to the implementation of Sustainable Development Goals or Targets	<p>10.3 ensure equal opportunity and reduce inequalities of outcome, including through eliminating discriminatory laws, policies and practices and promoting appropriate legislation, policies and actions in this regard.</p> <p>16.6. Build effective, accountable and transparent institutions at all levels.</p>	
Verifiable and measurable criteria for performance of commitment	Start Date	End Date
Ongoing Actions		
Definition and specification of the communities' movable and immovable property by decision of the Councils of Elders.	2021 December	2022 March
Examine existing fundings procedures, identify advantages and disadvantages, improve existing procedures, defining only a competitive method for granting grants.	2022 January	2022 June

<p>Development of a joint package of sample applications, attached documents and other necessary information:</p> <p>Establish transparent and accountable legal procedures for donations, aids and model cases.</p>		
<p>Developing mechanisms for each of the community resources, in particular:</p> <ul style="list-style-type: none"> ● assistance/aids ● grants <p>Donations</p> <p>Rents</p> <ul style="list-style-type: none"> ● pro bono use. <p>Allocation of cemetery lands</p> <p>auctions (only after the introduction of a unified system of auctions by the State Property Committee).</p> <p>Mechanisms and legal adjustments should define the basis for granting public property, owning, model cases, general reporting parameters, monitoring or analysis.</p>	<p>2022 January</p>	<p>2022 July</p>
<p>Selection of an IT organization to develop an electronic application / ledger or an existing tool according to the inventory requirements already established for community resources.</p>	<p>2022 July</p>	<p>2022 November</p>
<p>Launching of an electronic application/ledger.</p>	<p>2022 August</p>	<p>2023 July</p>

2. Introduction of an interactive budget.

Increasing the transparency of the community budget on the principle of "open data".

<p>Commitment Start and End dates</p>	<p>2021 December – 2022 December</p>
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Lead implementing agency	Vanadzor and Gyumri municipalities
Person responsible from implementing agency/ Title, Department, E-mail, Phone	<p>1. Suren Janoyan – Head of the budget and revenue collection department of the Administration of Gyumri Municipality, s.janoyan@gyumricity.am , 2-22-39</p> <p>Vardan Ghazaryan – Acting Head of Programs and External Relations Department of the Administration of Gyumri Municipality, v.ghazaryan@gyumricity.am</p> <p>2.Vahe Grigoryan – Head of Financial department of the Administration of Vanadzor Municipality, vahe92@gmail.com, 044554001, 044040133,</p> <p>Lilya Davtyan - Department of Development Programs, External Relations and Information Technologies of the Administration of Vanadzor Municipality</p> <p>vanadzorcity@mail.ru</p>
Other actors involved	<p>Revenue collection, property management and advertising department</p> <p>Financial department</p> <p>Development Programs Department</p>
Issue subject to regulation	<p>Civil society, private sector</p> <p>Ներկայումս համայնքային քաղաքացիները հնարավորություն ունեն համայնքային կայքում տեղեկանալ համայնքային բյուջեի կառուցվածքին, ըստ դասակարգման՝ ծախսերի պլանավորված և փաստացի մեծություններին:</p> <p>Currently, citizens of communities have the opportunity to become familiar with the structure of the Community Budget of the Vanadzor and Gyumri and the estimated and actual expenditures.</p> <p>The disadvantage of the system is that even though it provides users with the above-mentioned information on the Communities Budget, it is not built upon the "open data" principles. The system does not provide users with an</p>

	opportunity to download the information and process it for own purposes.	
Brief description of the commitment	<p>The introduction of an electronic "interactive budget" system will enable not only the expenditure part to show in an interactive way, but also the actual revenues according to the sources of production. Using the appropriate improved tools to search for specific data (eg distribution of budget expenditures within the community, etc.). also makes the information available to the user for further processing (Machine-readable).</p> <p>It will ensure the availability of access to information on the budgets of Gyumri and Vanadzor communities, will improve the transparency of information on actual budget expenditures and revenues collected</p>	
OGP challenge addressed by the commitment	<p>Transparency</p> <p>Accountability</p> <p>Participation</p> <p>Innovation</p>	
Relevance to the OGP values	<ul style="list-style-type: none"> • The electronic "interactive budget" system will ensure accessibility, improve the transparency of information on actual budget expenditures and revenues collected. • Applying the "open data" principle will make the budget more accessible and comprehensible to researchers, journalists, and citizens, ensuring public participation. • Using the "open data" principle, the online presentation of expenditure and revenue items of the state budget in an interactive format will increase innovation, accessibility through technology, and accountability. 	
Support to the implementation of Sustainable Development Goals or Targets	3 Ensure equal opportunities and Reduce inequalities in outcomes, including eliminating discriminatory laws, policies, and Practices ` Promote appropriate legislation, policies and Actions in this regard.	
Verifiable and measurable criteria for performance of commitment	Start Date	End Date
Ongoing Actions		

Clarification of the scope of work with IT organizations, stakeholders (CSOs).	2021 December	2022 February
Development of the necessary technical task for carrying out the procurement process.	2022թ. January	2022 May
Ensuring the "interactive budget" system based on the "open data" principle, with the possibility of presenting actual revenues.	2022 May	2022 December
Launch of awareness campaigns.	2022 July	2022 December

3. Providing information on access to special conditions of community facilities for people with disabilities.	
Commitment Start and End dates	2021 December – 2022 December
Lead implementing agency	Vanadzor and Gyumri municipalities
Person responsible from implementing agency/ Title, Department, E-mail, Phone	<p>1. Arthur Hakobyan - Head of Urban Development and Architecture of the Administration of Gyumri Municipality, a.hakobyan@gyumricity.am , 2-22-28</p> <p>2. Suren Abovyan - Head of the Architectural Department of the Administration of Vanadzor Municipality, abovyan@yandex.ru , 044440103</p>
Other actors involved	Other state actors involved Cadastre Committee Ministry of Labor and Social Affairs
	Civil society, private sector
Issue subject to regulation	People with disabilities sometimes avoid visiting the places, because they have no idea about the access to ramps or lifts in the facilities. With this commitment, it is proposed to post a map on the websites of the municipalities, where information on the availability of all buildings/structures will be available, which will help people with mobility difficulties (disabilities) to know in advance what level of accessibility is in the

	<p>building before their visiting. The example was created within the initiative of the NGO Center:</p> <p>https://cutt.ly/YQsOxaW :</p> <p>Maps may also include access to audio information.</p>	
Brief description of the commitment	<p>Create city maps, or generate existing maps for community sites. Maps should reflect comprehensive information on community facilities, accessibility for people with mobility difficulties/disabilities. Residents will be informed whether the structure has ramps, appropriate elevators, and other facilities for people with mobility difficulties.</p>	
OGP challenge addressed by the commitment	<p>Access to information</p>	
Relevance to the OGP values	<p>Innovation / technology, Access to information.</p>	
Support to the implementation of Sustainable Development Goals or Targets	<p>11.7 Until 2030 Make safe, inclusive & accessible, green & public spaces universally accessible, particularly for women & children, the elderly & people with disabilities.</p>	
Verifiable and measurable criteria for performance of commitment	Start Date	End Date
Ongoing Actions		
Study on an existing map or the development of a new map, cooperation with relevant institutions and private organizations for data transfer.	2021 December	2022 January
Map development or improvement/development of an existing map.	2022 January	2022 July
Launch of the map on the website of the municipalities.	2022 July	2022 Decemebr

4. Installation of an Interactive Screen of the Community Development Program in Vanadzor and Gyumri.

Commitment Start and End dates		2021թ. December – 2022 August
Lead implementing agency		Vanadzor and Gyumri municipalities
Person responsible from implementing agency/ Title, Department, E-mail, Phone		<p>1.Harutyun Tadevosyan - Head of Advertising, Trade and Service Coordination Department of the Administration of Gyumri Municipality, h.tadevosyan@gyumricity.am , 2 - 22 - 08</p> <p>2. Vahagn Davitavyan - Head of Advertising Department of the Administration of Vanadzor Municipality, 044044555</p>
Other actors involved	Other state actors involved	Architectural Department, Culture, Education and Tourism Department, Development Programs Department, Tourism Committee.
	Civil society, private sector	
Issue subject to regulation		With the access and support of the community development program, installation of an interactive screen in crowded places of Vanadzor and Gyumri.
Brief description of the commitment		<p>The installation of Interactive Screens in crowded places of Vanadzor and Gyumri will give an opportunity to see with an interactive method what is envisaged by the community development program for the given year. The contents of the interactive screen will be updated periodically and already performed, modified processes/tasks will be marked in a different color.</p> <p>Planned to include Interactive Budget information as well.</p>
OGP challenge addressed by the commitment		Public resource management
Relevance to the OGP values		Innovation / technology, Access to information.


Support to the implementation of Sustainable Development Goals or Targets	16.6 Develop effective, accountable and transparent institutions at all levels.	
Verifiable and measurable criteria for performance of commitment	Start Date	End Date
Ongoing Actions		
Interactive screen design, the scoping of the necessary information, the definition of information update frequency, the definition of friendly accessible information format, its interconnection with other programs.	2021 December	2022 January
The shooting of a video, which will reflect the development prospects of Vanadzor-Gyumri communities/programs/	2022 January	2022 March
Determining the location of the screen, permissions.	2022 March	2022 April
Purchase/procurement process and installation.	2022 April	2022 August

5. Provision of urban/public "green" transport	
Commitment Start and End dates	2022 January 2022 December
Lead implementing agency	Vanadzor and Gyumri municipalities
Person responsible from implementing agency/ Title, Department, E-mail, Phone	<p>1. Artyom Sargsyan - Head of the Transport Department of the Administration of Gyumri Municipality, a.sargsyan@gyumricity.am , 2-22-30</p> <p>2. Arman Movsisyan - Vanadzor Municipality Trade and Transport Coordination Department of the Administration of Vanadzor Municipality</p> <p>Arman_movsisyan_1992@mail.ru , 041119911</p>

Other actors involved	Other state actors involved	<p>EU-funded ALLIANCE for a sustainable and green management team</p> <p>Ministry of Territorial Administration and Infrastructure.</p>
	Civil society, private sector	
Issue subject to regulation		<p>Urban transport routes, traffic frequency, the technical condition of service vehicles do not meet modern service standards.</p> <p>In order to regulate the sector, it is necessary to carry out comprehensive monitoring to record the mentioned problems, to offer solutions, to hold transparent tenders with the involvement of civil society, to install electronic information systems at bus stops.</p>
Brief description of the commitment		<p>Within the framework of the EU "Alliance for Sustainable Green Governance Program", the communities of Vanadzor and Gyumri will purchase 5 electric buses (for each community), which will serve the inner-city routes.</p> <p>Charging stations will be installed, a ticket validation system will be introduced. In addition, the idea of Green Transport will be taught to the public through campaigns, trainings and other programs.</p> <p>In order to complete the program and to adapt it to digital technologies, it is necessary to create a mobile application, which will contain both maps of the inner-city routes and roads, as well as the vehicles serving those routes and roads, information on their technical condition, drivers and service.</p> <p>With the help of the application, it will be possible to see and follow where the vehicle of the given number is at the moment, how long it will be at the stop. In addition, a vehicle information board / Tablo / will be installed at the bus stops, which will inform about the arrival of the vehicle through the countdown.</p>
OGP challenge addressed by the commitment		Public resource and service management.
Relevance to the OGP values		<p>Innovation / technology,</p> <p>Access to information.</p>

Support to the implementation of Sustainable Development Goals or Targets	11.2 Until 2030 Make safe, affordable, accessible and sustainable transport systems accessible to all by improving road safety, especially by expanding public transport, with a special focus on the needs of vulnerable people, women, children, people with disabilities and the elderly.	
Verifiable and measurable criteria for performance of commitment	Start Date	End Date
Ongoing Actions		
Establish a working group of experts involved in this commitment and which will develop/propose solutions to make the transport commitment innovative and participatory, envisage legislative/legal changes.	2022 January	2022 May
Provide an application that will allow citizens to be informed about the technical condition of the transport service of the given route, the frequency of the transport, to scope the rules, in case of violation of those rules by one of the parties, to submit feedback through the appendix. The app should make any feedback on this feedback public, which will allow monitoring of some issues. Process of developing the TOR of the application and announcing the procurement tender.	2022 May	2022 July
Application localization in vehicles.	2022 July	2022 August
Provide information boards / Tablo / in the communities, which will allow receiving information at the bus stops about the arrival of the given vehicle, traffic jams, general working hours, absence for the given day. Definition of technical specifications of boards / Tablo / Tender announcement.	2022 July	2022 August
Installation and commissioning.	2022 July	2022 August
Introduction of the transport system, a number of trainings will be conducted, information campaigns will be carried out. Information and awareness campaigns / through volunteers and CSOs /.	2022 July	2022 December

HEAD OF VANADZOR COMMUNITY
MAMIKON ASLANYAN





27.09.2021

HEAD OF GYUMRI COMMUNITY
SAMVEL BALASANYAN