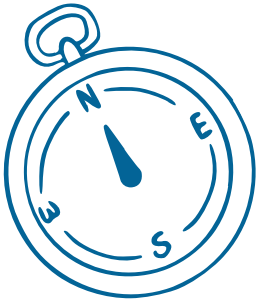# OGP National Handbook

A Practical Roadmap for National Stakeholders

April 2025

Open
Government
Partnership

Overview

What is the purpose of this Handbook?

This Handbook is a practical, self-use resource designed to guide national stakeholders through the OGP process. It outlines the rules, guidance, and best practices for OGP participation, promoting ambitious open government reforms while supporting members in fulfilling minimum requirements.

Each section contains clear rules, key recommendations, and links to further resources. Use it as both a reference and a guide for planning, decision-making, and implementation.

Who is this Handbook for?

The Handbook is designed for key stakeholders involved in coordinating OGP-related activities at the national level. This includes but is not limited to:

- Points of Contact (POCs) and their teams within governments
- Key civil society organizations (CSOs) playing coordinating roles

Digital Version Available

The most up-to-date version of the OGP National Handbook is also available online.

Visit www.opengovpartnership.org/national-handbook.

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Glossary and Key Terms

The OGP Glossary is the single, definitive source for definitions of OGP-related terms. For full entries and topic categories, visit:

Basics   Policy Areas
Evaluations   Process
OGP Governance

This section provides key terms for reference.

Action Plan: A co-created document outlining specific, time-bound, verifiable commitments to open government reform. Developed by government and civil society, and implemented over two or four years.

Action Framework: OGP's flexible structure for participation, offering multiple paths of engagement including national action plans, standalone action plans, participation through OGP Local, and the Open Gov Challenge.

Ambition: The extent to which a commitment goes beyond current practice to achieve meaningful, institutional, or systemic change in transparency, citizen participation, or public accountability.

Co-Creation: A collaborative process where government, civil society, and other stakeholders meaningfully participate in shaping open government commitments and reforms. It applies throughout the OGP process and is guided by the OGP Participation and Co-Creation Standards.

Commitment: A co-created, time-bound, and verifiable action included in an action plan. Each commitment addresses a public problem, outlines specific steps or milestones, and aligns with OGP Principles.

Independent Reporting Mechanism (IRM): OGP's accountability body providing independent, evidence-based assessments of how action plans are implemented, to track progress and support learning.

Minimum Requirements: The baseline standards OGP members must meet under the OGP Participation and Co-Creation Standards. These are assessed by the IRM for compliance.

Multi-Stakeholder Forum (MSF): A common model for fulfilling the requirement to establish a space for ongoing dialogue between government and civil society. The space must meet regularly and should include diverse stakeholders.

OGP Member: A national or local government that has joined OGP. National governments join by meeting eligibility criteria and endorsing the Open Government Declaration. Local governments join through the OGP Local program.

OGP Process: The structured participation path that begins when a government joins OGP. It is guided by the OGP Participation and Co-Creation Standards.

OGP Participation and Co-Creation Standards: Five Standards guiding collaboration between government, civil society, and other stakeholders across all stages of the OGP process. Each Standard includes a minimum requirement for compliance and sets an ambition that participants are encouraged to work toward.

Point of Contact (POC): The (senior) civil servant appointed by the lead ministry to coordinate OGP participation, manage the space for dialogue, lead action plan development and implementation, and liaise with the Support Unit and the IRM.

Standalone Action Plan: An action plan developed by a parliament, judiciary, or autonomous institution to advance open government priorities within its mandate. It is separate from the national action plan.

1 Foundations for Open Government

Key Takeaways

- OGP is built on the principles of transparency, citizen participation, and public accountability.

- OGP's vision is open governments working in partnership with civil society and people to strengthen democracy and deliver better societal outcomes.

- OGP's mission is to inspire, connect, and enable an ever-growing community of reformers and champions from government and civil society to take action together.

- OGP operates with an unique, inclusive, and flexible model.

- OGP is currently implementing its 2023-2028 Strategy, which was developed through a consultative process.
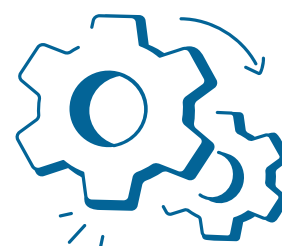
1.1   Founding Principles

The Open Government Partnership (OGP) was formed in 2011 by governments and civil society organizations, based on the idea that an open government is more accessible, more responsive, and more accountable to citizens, and that improving the relationship between people and their government has long-term benefits for everyone. Since 2011, OGP has grown into a global effort, bringing together dozens of countries, over a hundred local jurisdictions, and thousands of civil society organizations working together to advance open government.

- **Vision.** Open governments working in partnership with civil society and people to strengthen democracy and deliver better societal outcomes.

- **Mission.** Inspire, connect, and enable an ever-growing community of reformers and champions from government and civil society to take action together.

At its core, OGP is built upon the principles of transparency, citizen participation, and public accountability.

Transparency

It occurs when "government-held information (including on activities and decisions) is open, comprehensive, timely, freely available to the public, and meets basic open data standards (e.g. raw data, machine readability) where formats allow."

Transparency empowers citizens to exercise their rights, hold the government accountable, and participate in decision-making processes.

EXAMPLES

- Strengthened implementation of access to information and/or open data laws
- The proactive or reactive publication of government-held information
- Public registers containing beneficial ownership, government contracts, or lobbying organizations
- Disclosing information using open data standards
- Legal or institutional frameworks to strengthen the right to information

Citizen Participation

It occurs when "governments seek to mobilize citizens to engage in public debate, provide input, and make contributions that lead to more responsive, innovative and effective governance."

When citizens are engaged, governments are more responsive, innovative, and effective.

EXAMPLES

- New or improved processes and mechanisms for the public to influence decisions
- Participatory mechanisms for underrepresented groups
- Legal environment that guarantees civil and political rights
- Strengthened formal democratic processes (including elections, petitions, and citizen proposals)
- Mechanisms enabling civil society to assess and transparently manage public funding
- Improved access to remedies for violations of the freedom of expression, assembly, or association

Public Accountability

It occurs when "rules, regulations, and mechanisms in place call upon government actors to justify their actions, act upon criticisms or requirements made of them, and accept responsibility for failure to perform with respect to laws or commitments."

Importantly, public accountability implies that members of the public can access and trigger accountability mechanisms, meaning they are not solely internal.

EXAMPLES

- Citizen audits of performance as well as new or improved citizen-initiated appeals processes
- Improved access to justice through cheaper, faster, or easier-to-use justice mechanisms
- Participatory auditing mechanisms for key government services or infrastructure
- Strengthened whistleblower protections
- Transparency and accountability systems in government lobbying (including public lobbying registers, published meeting records, and citizen reporting channels)
- Participatory auditing mechanisms for key government services or infrastructure

In addition, OGP also recognizes the importance of other cross-cutting supporting elements that enhance the implementation of these core principles.

- **Inclusion:** Governments should serve everyone, especially those who have been historically marginalized, like people with disabilities, women, LGBTQIA+ individuals, minorities, indigenous communities, and those with fewer resources.

- **Innovation and technology:** Governments should seek to embrace the importance of providing citizens with open access to technology, the role of new technologies in driving innovation, and increasing the capacity of citizens to use technology.

OGP members commit to upholding these principles by endorsing the Open Government Declaration upon joining the Partnership (see Joining OGP).

1.2   The OGP Model

The OGP model is centered on dialogue, action, accountability and learning.

Dialogue. Government actors from all levels and branches, as well as thousands of civil society organizations, work together to co-create and implement open government reforms or commitments in a number of ways (see Development of Action Plans and Commitments) and across a broad range of issues, such as anti-corruption, civic space, digital governance, inclusion, and public service delivery, to name a few.

Action. OGP provides a flexible framework that allows countries to advance their own open government priorities through dialogue and collaboration between government, civil society and other stakeholders. The flexibility stems from the acknowledgement that countries have different starting points and have unique contexts, so they can identify and design reforms that fit national realities while being encouraged to pursue ambitious reforms and improvements.

Accountability and learning. The Independent Reporting Mechanism (IRM) is OGP's accountability arm, publishing evidence-based reviews on progress and challenges. Peer exchanges and regular assessments give members the opportunity to share lessons, refine commitments, and advance more effective reforms.

This unique model ensures that civil society organizations and/or direct citizen engagement has a role in shaping and overseeing open government work. Collectively, thousands of commitments have been made globally since 2011.

What Makes the OGP Model Unique?

Equal Partnership
The OGP model is built on meaningful collaboration between governments and civil society to deliver better outcomes. Governments provide high-level political leadership and public officials committed to ambitious reforms, while civil society works as an equal partner in setting priorities, co-creating actions, and monitoring outcomes. This co-leadership approach is reflected both nationally and globally, with governance structures that include government and civil society co-chairs.

Action with Built-in Accountability
OGP is a platform for action where all members make and implement concrete open government commitments, which are then monitored by the IRM and other monitoring bodies. These plans help drive progress on national priorities and can serve as an engine for the implementation of global pledges, such as the Sustainable Development Goals (SDGs), G7 commitments, and others. Accountability is ensured through OGP's IRM, which tracks and evaluates progress. Structured learning processes such as peer exchanges and regular assessments further support continuous improvement of commitments.

Country Ownership
OGP empowers countries and local jurisdictions to set their own agendas and policy priorities. Through national and local dialogues, stakeholders identify key areas for reform. The model is flexible by recognizing diverse starting points while encouraging members to aim high and achieve meaningful changes tailored to their context.

Global Community
OGP provides a global platform for inspiration, peer learning, and support to advance open government reforms. Members gain access to leading experts and partners (both technical and financial) across key policy areas and can participate in multi-sector coalitions. They increase their visibility through OGP communications, awards, and storytelling initiatives that highlight impactful reforms. Additionally, members have the opportunity to connect by participating in OGP global and regional events like OGP Summits, regional meetings, Open Gov Week, and others.

Throughout their journey, the OGP Support Unit and the IRM provide support to its members, helping them achieve their open government goals and maximize the value of their participation in OGP. See Key OGP Actors for more information on the Support Unit and IRM.

1.3   OGP's 2023-2028 Strategy

OGP is currently implementing its 2023–2028 Strategy, which was developed with contributions from over 1,000 individuals, groups, networks, OGP members, and multi-stakeholder fora. The result is a renewed vision for OGP as a more political, values-based partnership rooted in specific actions, innovations, and ideas for more open and democratic governments that meet citizens' expectations.

OGP's 2023–2028 Strategy outlines a plan to further this goal by focusing on five key areas.

- **Building a strong community.** OGP will focus on growing a global network of reformers, providing them with the tools and connections they need to champion open government.

- **Making open government central to how governments work.** OGP wants to see open government principles integrated into all levels and branches of government, becoming a standard part of policy-making and public service delivery.

- **Protecting and expanding civic space.** Recognizing that open government can only thrive when citizens have the freedom to participate in public life, OGP will work to protect and expand the space for civil society to operate freely and safely.

- **Accelerating progress on open government reforms.** OGP will launch a Partnership-wide challenge focusing on ten key policy areas, encouraging all members to make tangible progress in areas like tackling corruption, using digital technologies responsibly, and taking action on climate change.

- **Becoming a hub for inspiration and learning.** OGP will become a central resource for sharing innovative ideas, evidence of successful reforms, and inspiring stories from reformers around the world.

Learn more about OGP's 2023-2028 Strategy here.

2 OGP Membership, Governance, and Action Framework

Key Takeaways

- National governments must meet specific eligibility criteria and pass the OGP Values Check to become a member of OGP.

- Once an OGP member, national governments have to fulfil certain responsibilities and are subject to membership accountability mechanisms.

- There are a broad range of national and international actors supporting the advancement of open government within each OGP member.

- The OGP Action Framework allows OGP members to engage in various ways, with involvement of different branches and levels of governments.

- The primary focus of the Action Framework is the development and implementation of OGP action plans, which advance open government reforms and are co-created with civil society.

2.1 OGP Membership

An OGP Member is a country or local government that meets OGP's eligibility criteria and formally commits to advancing transparency, citizen participation, and public accountability through the co-creation and implementation of open government reforms. OGP members must fulfill specific membership responsibilities (see Key National Membership Responsibilities) and engage in the OGP Action Framework. Membership includes a diverse range of actors, including government—typically represented by the executive branch with opportunities for participation from all branches and levels —and civil society organizations.

OGP membership is open to national and local governments, but other branches can participate in OGP in different ways. Parliaments, autonomous bodies, and judiciaries can engage in national processes, develop standalone action plans, or participate in the Open Gov Challenge. See Engagement of Other Levels and Branches of Government for details. Local governments can apply to join OGP Local, collaborate on national plans, or submit commitments through the Open Gov Challenge. See Raising Ambition through the Open Gov Challenge for details.

2.1.1 JOINING OGP

Both national and local governments can become members of OGP.

For a **national government** to become a member of OGP, it must:

- **Meet the Core Eligibility criteria and successfully pass the OGP Values Check assessment.** Core Eligibility metrics measure a government's performance across four key areas of open government using third-party data (fiscal transparency, access to information, public officials' asset disclosure, and citizen engagement). The OGP Values Check assesses country scores on two indicators from the Varieties of Democracy (V-DEM) dataset: government control over CSO entry/exit and the repression of CSOs. The Values Check aims to ensure that new countries joining OGP adhere to the democratic governance norms and values established in the Open Government Declaration, particularly in protecting civic space. *For more information, please see Core Eligibility Criteria and Values Check Assessment.*

- **Designate a lead ministry or government agency.** This ministry or agency will assume the responsibility for coordinating the government's OGP process and activities and serve as the official contact point for the Partnership, as well as designate both a high-level and working-level point of contact (POC). The former is normally a ministerial-level official who represents the government formally and officially within the Partnership, while the latter is a senior civil servant with the ability to coordinate across government and serve as the day-to-day contact point for the Support Unit.

- **Submit a Letter of Intent.** If a country passes the Core Eligibility Criteria and Values Check and the government has identified a lead ministry or agency, it should signal its intent to participate in OGP by sending a Letter of Intent, which formally expresses the government's intention to join OGP. Letters of Intent should confirm that the government is eligible to join OGP, specifically endorse the Open Government Declaration, describe past open government reforms, and specify the lead ministry or agency and the high-level POC that will be responsible for OGP within the government. Letters of Intent should come from ministerial level officials or above, be addressed to the OGP co-chairs and sent to info@opengovpartnership.org.

- **Engage civil society.** OGP's model does not require civil society organizations to join through a formal process as governments do, but these organizations and individuals are a vital part of a successful process. Governments should make sure that there are paths for national civil society to become active in OGP, even before officially joining.

For more information about national governments joining OGP and how civil society organizations can take part in the OGP process, please visit the "Joining OGP" page.

For a **local government** to become a member in its own right, it must join OGP Local. This is only possible by responding to a call for Expressions of Interest. The calls for applications to join are announced by the OGP Support Unit on a periodic basis. In all cases, local governments must meet the eligibility criteria specific to OGP Local and submit a Letter of Support as outlined in the OGP Local Handbook.

Any local jurisdiction from a current OGP member country in good standing can apply to join OGP Local. Additionally, local jurisdictions from non-participating countries that are eligible to join OGP can also apply. (A list of eligible countries is available here).

For more information about local governments joining OGP, please visit the "OGP Local" page as well as OGP Membership at the Local Level.

2.1.2   KEY NATIONAL MEMBERSHIP RESPONSIBILITIES

OGP national members must fulfill key responsibilities to maintain their member status. These include the following.

- Develop and submit an Action Plan on time in accordance with OGP requirements (see Development of Action Plans and Commitments).

- Meet the minimum requirements for co-creation of the Action Plan as defined in the OGP Participation and Co-Creation Standards (see OGP Participation and Co-Creation Standards).

- Demonstrate progress in implementing commitments made in Action Plans, as assessed by the IRM (see Ensuring Accountability and Learning through the Independent Reporting Mechanism).

- Uphold the principles and values of the Open Government Declaration and refrain from actions that undermine them.

Beyond these core responsibilities, OGP members are expected to do the following.

- Make annual financial contributions to OGP according to the agreed-upon contribution levels (see Country Contributions).

- Engage in OGP governance processes, including Steering Committee elections, where applicable.

- Make commitments that are ambitious and go beyond a government's current practice.

- Contribute to the advancement of open government in other countries by sharing best practices, expertise, technical assistance, technologies, and resources.

- Participate in OGP events, including the OGP Global Summit, regional meetings, Open Gov Week, thematic events, and peer exchanges.

- Support the advancement of open government through the different avenues of engagement offered by the Action Framework to advance ambitious reforms in key governance areas and accelerate progress on open government priorities, such as the Open Gov Challenge or by supporting different branches of government (see Engagement of Other Levels and Branches of Government).

More information about the mandates and policies of OGP is available in the OGP Articles of Governance.

2.1.3   COUNTRY CONTRIBUTIONS

To support OGP's collective vision and ensure our Partnership can continue to thrive, all national members are asked for a financial contribution. Support for OGP reinforces our shared commitment to building a stronger partnership of more open and democratic governments that work with civil society to meet people's needs and tackle today's most pressing challenges. Annual country contributions help the OGP Support Unit to deliver on these goals by creating the spaces needed for ambitious thematic norm-building and high-level political engagement, as well as supporting members on their open government journey with co-creation support, guidance and assessments provided by the IRM, technical assistance on reforms, and more.

In 2023, the OGP Steering Committee reassessed country contribution levels and made a decision to update the OGP country contribution framework for the first time since 2015. Contribution levels were marginally increased in two phases, and will continue to be scaled according to country income tiers set by the World Bank, with additional considerations for GDP size.

The OGP Support Unit sends a letter and invoice to national members ahead of their respective budgetary cycles, notifying them of their country's yearly dues to OGP. It is strongly recommended that members make provisions in their national budgets to cover the annual country contribution.

For more information about country contributions, including contribution levels and past contributions from members, please visit the government contributions page on the OGP website.

2.1.4   OGP MEMBERSHIP ACCOUNTABILITY MECHANISMS

There are four mechanisms to assess a country's compliance with OGP regulations, which are overseen by the OGP Steering Committee, the executive decision-making body of OGP.

- **OGP Procedural Review.** This mechanism is to ensure that all participating members at the national level act in accordance with the OGP process, from the timely delivery of action plans to meeting minimum co-creation standards throughout action plan cycles (see OGP Participation and Co-Creation Standards), and making progress in the implementation of commitments. A country's participation in OGP may be reviewed by the Steering Committee if it acts contrary to the OGP process for multiple cycles consecutively.

- **OGP Eligibility Review.** OGP member countries that fall below the minimum core eligibility for two consecutive years are automatically placed under "Eligibility Review." This process includes enhanced support to help them meet the minimum criteria, at which point they can be removed from the list. The list of countries under review is published on the OGP website and updated regularly. While this alone does not lead to an inactive designation, it may prompt the Steering Committee to consider inactivity if a country also fails to meet other requirements for OGP participation, such as delivering action plans on time, meeting minimum co-creation standards, or making progress in implementing commitments.

- **OGP Response Policy.** This mechanism applies in exceptional circumstances only, when an OGP member country appears to be taking actions that undermine the values and principles of OGP, as articulated in the Open Government Declaration, in a way that demonstrates an egregious and blatant disregard for those values and has the potential to be sufficiently damaging to OGP reputation.

- **OGP Rapid Response Protocol.** This mechanism allows OGP to respond swiftly to situations where there are allegations of serious violations of OGP principles by an OGP member country and a response required is urgent in nature, meaning that the concern cannot or will not be addressed in the short term by any of the other OGP accountability and compliance mechanisms.

2.2 Key OGP Actors

All OGP members are made of a broad ecosystem of actors. On the one hand, it includes those who participate in OGP activities at the country level, such as government actors, civil society organizations, and others. It also encompasses international actors promoting open government globally and may also provide support and assistance to countries. On the other hand, it includes those involved in the staffing and governance of OGP who play a key role in supporting participation within the Partnership.

Key actors at national level include the following.

- **Government stakeholders.** Each national government designates a lead ministry or government agency, as well as a high-level POC and working-level POC.

  - **The lead ministry or government agency** will assume the responsibility for coordinating the government's OGP process and activities and serve as the official contact point for the Partnership. This ministry or agency ideally has oversight of matters related to good governance and public administration reform within the government and takes the lead on coordinating across ministries or government agencies in open government matters. Each government designates both the high-level and working-level POCs.

  - **A high-level POC** is normally a ministerial-level official who represents the government formally and officially within the Partnership.

  - The **working-level POC** is a (senior) civil servant with the ability to coordinate across government and serve as the day-to-day contact for the Support Unit. The POC coordinates with civil society, manages the Multi-Stakeholder Forum or its equivalent, aligns government agencies, and liaises with the OGP Support Unit. POCs also engage with the IRM for monitoring and evaluation purposes, facilitate participation in OGP events, and join and lead peer exchanges. *More detailed guidance on the key responsibilities of POCs is available [here](#).*

- **Civil society organizations (CSOs) and other non-governmental stakeholders (e.g. academia, private sector, etc.)** are major partners in the OGP process, contributing technical expertise, human resources, and convening capacity for co-creation and participation. These stakeholders help raise awareness of the OGP process, advocate for specific commitments, monitor and support implementation, and convene dialogue between national and local-level actors, including different branches of government.

- **Local governments** can contribute to and participate in national OGP processes by participating in the co-creation process, implementing national policies at the local level, raising awareness of open government principles, and showcasing innovative local initiatives. Separate guidance for local government engagement in the national OGP process is available in Local Governments.

- **Parliaments** are encouraged to participate in national OGP dialogues and processes, develop a standalone Open Parliament Plan where appropriate, or submit commitments through the Open Gov Challenge. They can champion open government values by introducing, debating, and ratifying legislation relevant to open government, approving budgets for these reforms, and playing an accountability role in their implementation. They can also promote open government by enhancing parliamentary transparency, creating opportunities for public participation, and being accountable to citizens, including through mechanisms to gather input on how to better represent their interests. More information is available in [Parliaments](#).

- **Judiciary Branch Institutions** (JBI) are encouraged to participate in national OGP dialogues and processes, develop a standalone plan where appropriate, or submit commitments through the Open Gov Challenge. They can contribute to open government by providing guidance on legal issues related to proposed commitments, engaging in measures related to strengthening judicial openness, access to justice, and the integrity of judicial bodies, and enforcing open government practices through redress or complaint mechanisms. More information is available in [Judiciary Branch Institutions](#).

- **Autonomous Institutions** (e.g. a Supreme Audit Institution or ombudsman) are encouraged to participate in national OGP dialogues and processes, develop a standalone plan where appropriate, or submit commitments through the Open Gov Challenge. They can contribute to open government by providing independent oversight, fostering transparency and accountability within their mandates, and supporting commitments that align with their institutional responsibilities. More information is available in [National Autonomous Institutions](#).

- **Other actors** (such as international organizations and donors) support open government by providing technical assistance, expertise, and financial resources.

A range of actors support OGP processes and stakeholders in different ways. Organizationally, relevant stakeholders include the following.

- The **Steering Committee** is OGP's executive decision-making body. It develops, promotes, and safeguards OGP's values, principles, and interests; establishes OGP's core ideas, policies, and rules; and oversees the functioning of the Partnership. The SC has 22 elected members (11 from national governments and 11 from civil society), with parity maintained between the two constituencies. The SC has three standing subcommittees to support its work, the Governance and Leadership Subcommittee, the Criteria and Standards Subcommittee and the Thematic Leadership Subcommittee. Read more [here](#).

- The **Support Unit** is a permanent group of staff that work closely with the Steering Committee and the IRM. The Support Unit provides regular guidance to both government and civil society in understanding and implementing OGP processes and facilitates exchange and learning across the Partnership. It also undertakes core functions for the Partnership such as communications, research, and learning.

- The **Independent Reporting Mechanism** (IRM) is OGP's accountability arm and the primary means of tracking progress in participating countries. It conducts independent, evidence-based, and objective reporting to hold OGP members accountable and support their open government efforts through reports and timely recommendations during key moments in the action plan cycle. The IRM is a valuable resource to OGP members. It contributes to building the credibility of the partnership and enables learning across members of the open government community. The International Experts Panel (IEP) oversees the IRM to safeguard its independence and its consistent application of the IRM methodology. Read more here.

- The **OGP Board of Directors** provides the fiduciary and legal oversight of the OGP Support Unit and the IRM, including budget approval that supports the operations of both bodies. Read more here.

- The **OGP Champions Network** is composed of the Ambassadors and Envoys, a group of senior figures and former Steering Committee members working to raise OGP's global profile, position the Partnership as an implementation platform for commitments, and share expertise on open government thematic areas and values. Read more here.

2.3 The OGP Action Framework

The OGP Action Framework is structured yet flexible, enabling OGP members and key actors to achieve their open government objectives. It offers different ways of engagement, including the development of action plans and standalone commitments, and provides formal avenues for key country actors—including different levels and branches of government—to participate. While each engagement pathway has its own operational structure and review mechanisms, they are guided by core design principles of dialogue, action and accountability and learning.

The main avenue for engagement is through action plans, which all national members must develop and are central to a government's participation in OGP. Developed through co-creation with civil society, these plans advance open government reforms by focusing on key national priorities and aligning with OGP principles of transparency, public accountability, and citizen participation. Typically led by the executive branch, they can encompass all aspects of the framework, including engaging different levels and branches of government, addressing specific policy priorities through OGP's Open Gov Challenge, and developing open government strategies. For more information on action plans, refer to Development of Action Plans and Commitments.

Recognizing that action plans alone may not be sufficient to achieve an integrated and comprehensive approach in all contexts, OGP offers other avenues for engagement.

- **OGP Local membership.** A competitive entry process that allows local governments to participate in OGP in their own right and implement open government reforms at the subnational level. For more information on local membership, refer to OGP Membership at the Local Level.

- **Standalone action plans from other branches of government.** Designed for specific institutions such as parliaments, judiciaries, and autonomous bodies, these plans enable targeted open government initiatives within their respective domains. For more information on standalone action plans, refer to Engagement of Other Levels and Branches of Government.

- **The Open Gov Challenge.** An initiative to encourage innovation and ambitious commitments that address emerging open government challenges. Visit the Open Gov Challenge page for more information.

- **Actions for scaling local open government.** A framework to support country-led initiatives that aim to expand open government at the local level. It aims to enable local jurisdictions to adopt open government principles at scale, surface results and innovations, and contribute to national and local OGP processes. Guidance is forthcoming.

- **Open government strategies.** Countries interested in consolidating, scaling, and deepening their open government efforts may consider developing an open government strategy as a complementary instrument to their action plan. OGP seeks to capture, encourage, recognise, and share efforts aimed at advancing open government in broader ways and embed principles like co-creation, action, and accountability. Guidance is forthcoming.

As the Action Framework evolves with the Partnership, OGP will continue to develop new guidance and services to better support its members.

3 OGP Participation and Co-Creation Standards

Key Takeaways

- Collaboration between government, civil society, and other stakeholders is at the heart of the OGP process and is referred to as co-creation.

- A strong and inclusive co-creation process is associated with well-designed and more ambitious commitments. Stronger results are achieved when collaboration continues through the implementation of reforms.

- The OGP Participation and Co-Creation Standards guide co-creation throughout all stages of the OGP process.

- All OGP members must meet the minimum requirements of the Standards. However, the true ambition of OGP lies in going beyond the minimum requirements to fully realize the five Standards.

- Compliance with each Standard and the minimum requirements is assessed by the IRM.

Collaboration between government, civil society, and other stakeholders is at the heart of the OGP process and is referred to as co-creation. Research based on OGP data over the first ten years shows that a strong and inclusive co-creation process is associated with well-designed and more ambitious commitments. Research also shows that stronger results are achieved when collaboration continues through the implementation of reforms. Public participation enhances public services when everyone has a voice and officials listen, consider, and respond.

The OGP Participation and Co-Creation Standards guide this collaboration throughout all stages of the OGP process. This Handbook includes references to the Standards throughout, highlighting their application at key moments in the OGP process, such as establishing a multi-stakeholder forum and during the development and implementation of action plans. These standards help to ensure a consistent approach to co-creation, transparency, and accountability across the members of the Partnership.

The Standards are structured in a way that encourages members to strive for ambition while ensuring that minimum requirements are met and exceeded where possible. In its elaborated form, each Standard includes information on:

- ambition;
- scope of application of the standard;
- approaches on how to apply the standard;
- minimum requirements for participation and co-creation; and
- assessment of compliance with the standard.

The OGP Procedural Review Policy outlines the circumstances and steps taken when a country is not acting in accordance with the OGP process. The IRM assesses two of the three triggers for a country to be considered acting contrary to the OGP process, as outlined in the OGP Procedural Review Policy (see also OGP Membership Accountability Mechanisms). First, a country must meet all the minimum requirements established in the OGP Participation and Co-Creation Standards. Second, a country is considered acting contrary to process if it fails to make progress on any of the commitments in an action plan. The IRM notifies the Support Unit when it has determined that a country is not acting according to process based on these triggers.

The section below showcases the Standards and corresponding minimum requirements.

Standard 1

Establishing a space for ongoing dialogue and collaboration between government, civil society, and other non-governmental stakeholders.

MINIMUM REQUIREMENT 1.1

A space for ongoing dialogue with participation from both government and civil society members, and other non-governmental representatives as appropriate, that meets regularly (at least every six months) is established. Its basic rules on participation are public.

Standard 2

Providing open, accessible, and timely information about activities and progress within a member's participation in OGP.

MINIMUM REQUIREMENT 2.1

A public OGP website dedicated to the member's participation in OGP is maintained.

MINIMUM REQUIREMENT 2.2

A publicly available document repository on the OGP online site, which provides access to documents related to the OGP process, including, at a minimum, information and evidence of the co-creation process and of the implementation of commitments, is maintained and regularly updated (at least twice a year).

Standard 3

Providing inclusive and informed opportunities for public participation during development of the action plan.

MINIMUM REQUIREMENT 3.1

The MSF where established, or the government where there is no MSF, publishes on the OGP website/webpage the co-creation timeline and overview of the opportunities for stakeholders to participate at least two weeks before the start of the action plan development process.

MINIMUM REQUIREMENT 3.2

The MSF where established, or the government where there is no MSF, conducts outreach activities with stakeholders to raise awareness of OGP and opportunities to get involved in the development of the action plan.

MINIMUM REQUIREMENT 3.3

The MSF where established, or the government where there is no MSF, develops a mechanism to gather inputs from a range of stakeholders during an appropriate period of time for the chosen mechanism.

Standard 4

Providing a reasoned response and ensuring ongoing dialogue between government and non-governmental stakeholders during co-creation of the action plan.

MINIMUM REQUIREMENT 4.1

The MSF where established, or the government where there is no MSF, documents and reports back or publishes written feedback to stakeholders on how their contributions were considered during the development of the action plan.

Standard 5

Providing inclusive and informed opportunities for ongoing dialogue and collaboration during implementation and monitoring of the action plan.

MINIMUM REQUIREMENT 5.1

The MSF where established, or the government where there is no MSF, holds at least two meetings every year with civil society to present results on the implementation of the action plan and collect comments.

For the full version of the Standards including their scope, information on why they are important, what an ambitious application looks like, and approaches to implement them, please refer to the full OGP Participation and Co-Creation Standards webpage.

Good to Know

Ambition is the Key to Impactful Open Government Reforms

The true ambition of OGP lies in going beyond the minimum requirements to fully realize the five standards. By moving beyond minimum requirements, OGP members can create more impactful and transformative open government reforms. Each of the following sections dives into concrete stages of the OGP process. Each section outlines the rules and requirements of each stage and provides recommendations to go beyond and fully realize the relevant Standard(s).

4 Creating Space(s) for National Dialogue: The Multi-Stakeholder Forum

Key Takeaways

- In line with Standard 1, all OGP national members are required to establish a formal space for ongoing dialogue between government and civil society representatives.

- All OGP members must meet the relevant minimum requirement for setting up and running such a space for dialogue.

- There are many different ways to fulfill this Standard, offering OGP members flexibility. A proven approach is a multi-stakeholder forum or platform, referenced as the Multi-Stakeholder Forum (MSF).

- MSFs have a range of responsibilities that help government and civil society to effectively work together on open government objectives throughout the entire Action Framework.

- OGP members are encouraged to consider other elements and factors when setting up their MSF for a more ambitious application of Standard 1 and to ensure their success and effective operation.

Multi-Stakeholder Forum

In line with Standard 1, all OGP country members are required to establish a formal space for ongoing dialogue between government and civil society representatives. Dialogue is fundamental to the OGP model as it fosters trust, promotes joint problem-solving, and empowers civil society to influence the development, implementation, and monitoring of open government commitments.

Standard 1

Establishing a space for ongoing dialogue and collaboration between government, civil society, and other non-governmental stakeholders.

Minimum Requirement 1.1

A space for ongoing dialogue with participation from both government and civil society members, and other non-governmental representatives, as appropriate, that meets regularly (at least every six months) is established. Its basic rules on participation are public.

IRM Assessment

The IRM will assess whether the country complies with three key measures:

- Did a multi-stakeholder space for dialogue exist?
- Did the space for dialogue meet at least every six months?
- Was the information on the space for dialogue publicly available?

See IRM Guidelines [here](#).

There is no prescribed framework for establishing a space for ongoing dialogue, which allows for flexibility to adapt to country-specific contexts. As a result, there are multiple ways to fulfill this Standard. Based on the experiences of OGP members throughout the years, a proven approach has been to create a multi-stakeholder forum or platform, referenced as the **Multi-Stakeholder Forum** (MSF)

MSFs can be institutionalized, set up as decision-making or consultative bodies, be organized into working groups and sub-committees, or take on other forms. MSFs reflect each country's unique priorities, as the character of its government and civil society participants influences the model they design for the MSF and the practices they adopt for their open government work. This is particularly relevant during the co-creation process of action plans, as explained in [Development of Action Plans and Commitments](#).

OGP encourages countries to think broadly about opportunities to engage actors from various branches and levels of government in this space, along with other stakeholders such as those from local governments, parliaments, the judiciary, autonomous bodies, the private sector, academia, and others. The composition of the space for dialogue should be carefully considered to make sure it includes all necessary actors to effectively drive open government reforms, while not replicating any existing avenues for dialogue and cooperation between government and civil society.

The text below refers to the required space for dialogue as an MSF and outlines key approaches and considerations to establishing such a forum.

4.1   Responsibilities of the MSF

The purpose of an MSF is to provide a structured and inclusive mechanism for government and civil society to work together on open government objectives throughout the entire Action Framework. Even though key responsibilities of the MSF may vary country to country, they typically include and are not limited to the following.

- **Strategic and tactical planning.** Based on available resources, priorities within and outside the government, and the political context, the MSF strategizes on the best ways to approach open government objectives through the OGP Action Framework and beyond, including the development, implementation, and monitoring of action plans, approving award submissions or funding applications, participating in the Open Gov Challenge, and more. For example, it can establish the goals of the action plan and the strategic themes to be addressed or used to respond to emerging priorities or opportunities. At the same time, it can coordinate, feed into, or collect feedback from broader cross-sectoral efforts towards government openness.

  Note: To assess your domestic baseline of the OGP process, we recommend completing the OGP Health Check Questionnaire.

- **Engagement.** The MSF proactively identifies ways to engage stakeholders from within and outside government on different open government processes in the country, including the development, implementation, and monitoring of the action plan and other initiatives to reach open government objectives. It also establishes avenues for other non-governmental stakeholders, such as academia and the private sector, to engage with the OGP process. The MSF also provides opportunities for remote participation in some meetings and events to facilitate the inclusion of groups unable to attend in person.

- **Communication.** The MSF undertakes activities to inform open government stakeholders and the broader public about open government reforms and processes in the country, such as the development of the national action plan, and how they can participate. It also proactively communicates and reports back on its activities, decisions, and results to government and civil society stakeholders.

- **Oversight.** The MSF oversees domestic processes related to OGP and is responsible for overseeing the development, implementation, and monitoring of action plans and other open government commitments. For example, it assesses the development and implementation of action plans and identifies ways to approach these processes in future iterations. It also engages with the IRM during periods when the IRM is preparing reports to assess the country's performance (see IRM Assessment of Minimum Requirements).

4.2   Key Elements to Consider When Setting Up an MSF

The MSF comprises representatives from government and civil society. Its ultimate composition should consider the following.

- **Balance.** The MSF should make sure that no constituency, government, or civil society is over or underrepresented. In consultation with civil society, the government point of contact defines and coordinates the participation of other government actors and stakeholders in the MSF.

- **Inclusion.** The MSF should proactively include representatives of groups such as women, youth, seniors, people with disabilities, LGBTQIA+ and indigenous communities, or other historically underrepresented groups. These groups often have different needs or insights decisive in shaping proposed government reforms.

- **Diversity.** The MSF should represent a diverse set of stakeholders, interests, and policy areas. Conducting a diversity assessment can help determine which groups or interests have, or lack, access or influence over the MSF.

There is no single required framework for setting up an MSF, and many MSFs across the OGP membership base vary significantly in structure, scope, and decision-making processes. Regardless of model, the following considerations can guide the process of establishing an effective and meaningful forum for dialogue.

- **Coordination with existing structures.** Before setting up an MSF, it is beneficial to map out existing councils, committees, groups or other avenues of cooperation already bringing together government and civil society. Building on such existing mechanisms or aligning with them, rather than duplicating them, can position the MSF as an umbrella to unify or streamline broader open government reform.

- **Government participants.** It is important to have representatives from the ministries, departments, and/or agencies responsible for implementing open government policies. It is also beneficial to include ministries with cross-government coordination capacity. In the implementation phase, it is also important that the agencies implementing commitments are involved with and communicate with the MSF.

- **Civil society participants.** Civil society selection for the MSF can follow different methods depending on the country context. OGP's recommended approach is a self-selection process, whereby civil society participants select among themselves who will join the MSF. This process should actively reach and engage a diverse range of actors, including less-resourced or marginalized groups. All interested civil society organizations should be informed and given the opportunity to self-nominate. OGP recommends this self-selection process, but governments can also participate in the selection as long as the process is transparent, open to all interested civil society actors, and based on clear rules and criteria. It is also advisable to periodically refresh or expand MSF membership and allow new and diverse participants to join.

- **Other participants.** In some OGP countries, representatives from other branches or levels of government, academia, or the private sector are included in the MSF. In certain cases, donors or international institutions may participate as observers to make specific contributions. Such representation should not reduce or replace the space reserved for civil society participants in the forum.

- **Size of the MSF.** The MSF should have enough representatives from government and civil society to be inclusive and reflect key open government stakeholders in the country. At the same time, it should remain lean enough to be agile and efficient in decision-making and functioning. A core function of the MSF is to engage stakeholders beyond the MSF in the development and implementation of the action plan. The MSF does not reflect or represent all stakeholders involved in the OGP process.

- **Political support.** Political support, especially from high-level officials within the executive branch, is required for the success of MSFs. This support can be secured by involving high-level officials in specific activities or moments of the MSF or ensuring they are regularly updated and engaged in deliberations within the MSF.

- **Legal standing.** In some cases, an MSF can have a legal or administrative basis that is acknowledged and adhered to by its members. This basis may take the form of an executive order, a legal decree, or existing legislation. In other cases, a formal or informal agreement among MSF participants may suffice.

Multi-Stakeholder Forum

To manage expectations both internally and externally, the MSF should clearly define its roles and responsibilities and position itself as a platform for dialogue, collaboration, and co-creation. There are at least three different types of MSF models that can be considered. However, actual configurations often blend elements of these approaches depending on context.

- **The MSF as a decision-making body.** In this model, the MSF has the authority to make binding decisions on certain open government policies and processes. The government commits to implementing these decisions, ensuring the MSF's guidance translates into action. This arrangement grants stakeholders genuine ownership and allows the MSF to drive tangible reforms. However, it must be carefully integrated into existing legal and administrative frameworks to avoid conflicts and ensure seamless implementation.

- **The MSF as a consultative body.** Here, the MSF serves in an advisory capacity. It provides recommendations on open government initiatives, while ultimate decision-making authority remains with the government. This structure enables the government to retain control of policy direction while benefiting from broad stakeholder input. To maintain trust and engagement, it is essential for the government to provide clear, transparent feedback on how the MSF's advice is considered and acted upon to keep stakeholders engaged and trusting.

- **The mixed model.** This approach combines elements of both decision-making and consultative structures. The MSF may hold decision-making power over selected aspects of the open government agenda, while offering advisory input on others. This flexibility allows decisions to be tailored to specific policy areas, yet requires clear delineation of responsibilities to prevent confusion and encourage effective collaboration between the MSF and the government.

5 Ensuring Information Transparency

Key Takeaways

- All OGP national members are required to set up and maintain a national OGP website and an online repository, in line with Standard 2.

- All OGP members must meet the relevant minimum requirements for setting up an OGP website and an online repository, and are encouraged to consider other design and content choices for a more ambitious application of Standard 2.

- A national OGP website can be a standalone website or an OGP subsite/webpage on a government website where all information related to the country's OGP processes, outputs, and outcomes are published.

- An online repository is a centralized online website, webpage, platform, or folder where information and evidence related to the action plan (including process and implementation) are publicly stored, organized, updated, and disseminated.

- Information transparency provides an important basis for participation, monitoring, and accountability in the OGP process.
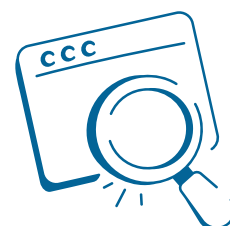
Transparency and public accountability are core principles of OGP and are embedded not only in the [OGP Participation and Co-Creation Standard](#)s, but are also reinforced by the IRM as OGP's accountability arm (see [Ensuring Accountability and Learning through the Independent Reporting Mechanism](#)).

A key element of transparency is facilitating easy and timely access to information about the OGP process and related activities, as well as the government's progress in fulfilling its commitments. Member countries need both a dedicated OGP website (Minimum Requirement 2.1) and an online document repository (Minimum Requirement 2.2). These platforms serve different but complementary purposes and work to fulfill the requirements in the OGP Participation and Co-Creation Standards and uphold the OGP principle of transparency.

OGP members should follow the principle of maximum transparency, whereby relevant information is published and disseminated proactively and in a timely manner, in the most relevant formats and through the most appropriate channels, to reach as much of the population as possible. This transparency serves several functions.

- Publicly available information helps raise awareness of OGP processes and opportunities for participation.
- Open access to information allows civil society and citizens to engage meaningfully in the co-creation and implementation of action plans.
- Transparent documentation enables stakeholders to track progress, identify challenges, and hold the government accountable for its open government commitments.

5.1   National OGP Website

A country's national OGP website can be a standalone website or an OGP subsite/web page on a government website where all information related to the country's OGP processes, outputs, and outcomes are published.

Standard 2

Providing open, accessible, and timely information about activities and progress within a member's participation in OGP.

Minimum Requirement 2.1

A public OGP website dedicated to the member's participation in OGP is maintained.

IRM Assessment

The IRM will assess whether the country complies with two key measures:

- Is there an accessible OGP website?
- Is the website maintained and contains at least the latest action plan?

See IRM Guidelines [here](#).

The following are the basic considerations that governments need to take into account for the published information to be useful and usable.

- **Language.** The government publishes key OGP information and documents in all administrative languages.

- **Accessibility.** The government should consider additional steps to make information accessible by those with visual or auditory impairment.

- **Openness.** The government, where relevant, makes available information and data related to process and commitment completion with the technical and legal characteristics necessary for it to be freely used, reused, and redistributed by anyone, anytime, anywhere.

Based on the experience of member countries, it is helpful if the website or page:

- Is searchable, so information can be easily located and retrieved;
- Contains information and documents in non-technical language that is as easy to understand;
- Has features that allow the public to comment on progress updates.

The country's latest action plan must be published on the website. Additionally, countries should also include information on the following.

- Lead agency and government POC for OGP and their contact information
- Participating government agencies and their contact information
- Information on the OGP process and opportunities for participation
- Meeting agendas and minutes of the MSF or equivalent space for dialogue
- A list of civil society organizations and other stakeholders that participate in the MSF or equivalent space for dialogue
- Potentially, if this design choice is made, the online repository mandated in Minimum Requirement 2.2 (see next section)
- Other relevant documents that pertain to the country's open government processes

5.2 Online Repository

A document repository, for OGP purposes, is a centralized online website, webpage, platform, or folder where information and evidence related to the action plan (including process and implementation) are publicly stored, organized, updated, and disseminated.

Standard 2

Providing open, accessible, and timely
information about activities and progress within
a member's participation in OGP.

Minimum Requirement 2.2

A publicly available document repository on the OGP online site which provides access to documents related to the OGP process, including, at a minimum, information and evidence of the co-creation process and of the implementation of commitments is maintained and regularly updated (at least twice a year).

IRM Assessment

The IRM will assess whether the country complies with three key measures:

- Is there a repository available online?
- Is the repository updated at least twice a year?
- Is the information available on the repository related to the OGP co-creation process and implementation of commitments?

See IRM Guidelines here.

The repository serves as a tool for accountability. It is meant to be a transparent and easy way for stakeholders to access up-to-date evidence related to the government's OGP activities. It highlights evidence of practical progress in implementing OGP processes and commitments, reinforcing mutual benefit for government and civil society stakeholders. It can be used to monitor the action plan development and implementation processes in the country or entity.

Key considerations for designing effective repositories include the following.

- Clearly defining and communicating the types of content the repository accepts to relevant ministries and agencies. This ensures a level of quality control over metadata, formatting, and, when necessary, the content itself.

- Assigning responsibility for tracking commitment progress and ensuring those involved understand how to collect and upload evidence throughout implementation.

- Making sure the platform meets national and international regulations on data architecture, security, privacy, accessibility, and record-keeping.

There are several ways to design and establish an online repository as required.

- As part of the **national OGP website**
  - In its most basic form, this could be a series of electronic folders, including at least one per commitment and one for the action plan development process. To enhance accessibility, the folder could be complemented with a spreadsheet that tracks the commitments and the completion evidence available or, as several OGP participants have done, an online tracking dashboard.

- By using **ready-made tools**
  - Two options for doing this are Google Drive or Dropbox. If this option is chosen, the government must ensure that this complies with domestic regulations, particularly those that have to do with privacy and security. In order to use one of these platforms as a repository, folders must be created for each of the commitments in the action plan, and one relating to action plan processes. The administrator would have to make sure that the settings allow for public access to the folders and upload information as it becomes available. As in the previous case, the folders could be complemented with a spreadsheet to track progress.

- By using **open-source repositories**
    - Open-source repository platforms like E-prints, DSpace, and CONSUL are cost-effective and support various document formats. These systems also facilitate content aggregation for search engines.

In any case and regardless of the design choice, the repository must be:

- Available online without barriers to access. Anyone should be able to locate and access the repository where the information is hosted, and it should not require passwords or credentials to access.

- Linked to evidence, with information on development and implementation of the action plan. Information on the repository should serve as clear evidence of what happened during the action plan development and implementation processes.

- Updated regularly, at least twice a year, including at a minimum information and evidence of the co-creation process and the implementation of commitments.

This at-a-glance guide produced by the IRM offers a [quick overview of transparency requirements](#).

6 Development of Action Plans and Commitments

Key Takeaways

- National OGP members are required to develop an OGP action plan in accordance with OGP rules and requirements, and in line with Standards 3 and 4.

- OGP members can choose between two-year and four-year action plans. A four-year action plan has a mandatory refresh process.

- There are specific rules and requirements related to action plan timelines, submission procedures, deadlines and amendments. There are also specific requirements for the four-year action plan refresh.

- To develop strong action plans and commitments and seek an ambitious application of Standards 3 and 4, OGP members should focus on the four key moments of co-creation planning, stakeholder outreach and engagement, action plan formulation, and feedback and reasoned response.

- OGP provides guidance for key action plan content, including a commitment template for OGP members to use and adapt.

At the core of the OGP Action Framework are action plans and commitments. All OGP national members must develop and submit an action plan on time in accordance with OGP requirements (see OGP Key National Membership Responsibilities). Action plans contain a set of commitments aimed at achieving meaningful open government reforms. Research based on OGP data over the last ten years shows that a strong and inclusive co-creation process is linked to well-designed and more ambitious commitments.

Good to Know

Co-Creation as a Cornerstone of the OGP Model

Collaboration between government, civil society, and other stakeholders (e.g., citizens, academics, the private sector) is at the heart of the OGP process and is referred to as co-creation. Participating governments must ensure that a diversity of voices can meaningfully participate and shape commitments. Co-creation underpins the OGP Action Framework, including the development of OGP action plans. The OGP Participation and Co-Creation Standards set out specific expectations for this process, such as setting up a forum for ongoing dialogue and providing documentation on an online repository.

This section explains how to apply the OGP Participation and Co-Creation Standards and their minimum requirements. It outlines the rules and requirements governing the action plan development and submission processes and provides guidance on navigating them. Additionally, it offers formal guidance on planning the co-creation of an action plan, its contents, and templates and resources.

6.1 Participation and Co-Creation Standards and their Minimum Requirements during the Development of Action Plans

During the development phase of an action plan, countries should strive to meet two specific OGP Participation and Co-Creation Standards to ensure meaningful participation.

Developing Action Plans

Standard 3

Providing inclusive and informed opportunities for public participation during development of the action plan.

Minimum Requirement 3.1

The MSF where established, or the government where there is no MSF, publishes on the OGP website/webpage the co-creation timeline and overview of the opportunities for stakeholders to participate at least two weeks before the start of the action plan development process.

Minimum Requirement 3.2

The MSF where established, or the government where there is no MSF, conducts outreach activities with stakeholders to raise awareness of OGP and opportunities to get involved in the development of the action plan.

Minimum Requirement 3.3

The MSF where established, or the government where there is no MSF, develops a mechanism to gather inputs from a range of stakeholders during an appropriate period of time for the chosen mechanism.

IRM Assessment

The IRM will assess whether the country complies with the following key measures:

- 3.1: Was the co-creation timeline with information on opportunities to participate available?
- 3.1: Was the information made available two weeks before the start of the action plan development process?
- 3.2: Did the MSF or government conduct outreach activities with stakeholders to raise awareness of the OGP process?
- 3.3: Was there a mechanism in place to gather inputs from a range of stakeholders?
- 3.3: Was the mechanism in place for an appropriate period of time?

See IRM Guidelines [here](#).

Standard 4

Providing a reasoned response and ensuring ongoing dialogue between government and non-governmental stakeholders during co-creation of the action plan.

Minimum Requirement 4.1

The MSF where established, or the government where there is no MSF, documents and reports back or publishes written feedback to stakeholders on how their contributions were considered during the development of the action plan.

IRM Assessment

The IRM will assess whether the country complies with two key measures:

- Were contributions from stakeholders documented?
- Did the MSF or government provide a reasoned response to stakeholders and did it happen during the development of the action plan?

See IRM Guidelines here.

In order for public participation to be meaningful, OGP national members should purposefully design the co-creation process so that it allows any interested stakeholders (citizens, civil society organizations, government departments, subnational governments, parliament, academics, private sector, etc.) to provide ideas and feedback, identify priorities, and propose commitments for the action plan.

At the same time, reasoned response to stakeholder input has shown to be highly correlated with ambition, completion, and early results. Evidence from more than 170 IRM reports shows that this is the best predictor of strong action plans. Providing a reasoned response as to why certain priorities, ideas, or activities were or were not included in the action plan can also help ensure accountability and mitigate potential disengagement or overcome resistance from those whose proposals were rejected. To learn more about the ambitious application of Standards 3 and 4, refer to the full webpage on the OGP Participation and Co-Creation Standards.

Each Standard includes a set of recommendations and best practices in the "Approaches" section.

6.2   Action Plan Rules and Procedures

This section outlines key rules and procedures for developing, submitting, and managing OGP action plans. It covers timelines for alignment with national priorities, the submission process, handling delays, and the options available for amending plans. For countries with four-year action plans, a mandatory refresh at the two-year mark ensures continued relevance and effectiveness.

6.2.1   ACTION PLAN TIMELINES

Developing an action plan requires careful consideration of timelines to align with national priorities and the OGP process. OGP offers flexibility in choosing the length of the action plan and the timing of its implementation.

- **Action plan length.** Countries can decide to develop a two-year or a four-year action plan.
    - **Two-year action plan:** This option allows for a shorter commitment cycle, enabling governments to focus on reforms and potentially demonstrate faster results.
    - **Four-year action plan:** This option provides an extended timeframe for more ambitious or complex reforms that require a longer implementation period. However, it requires a mandatory refresh at the two-year mark to review progress and make any relevant amendments after two years of implementation (see Amendments).

- **Delivery windows.** Countries can submit their action plan during one of two delivery windows. The window they choose will determine when the action plan ends, which is a fixed date.
    - **End date of 30 June:** Countries may submit their new action plan to OGP at any point between 1 January and 31 August. The submitted action plan will officially conclude on 30 June, either two or four years later.
    - **End date of 31 December:** Countries may submit their new action plan to OGP at any point between 1 July and 28 February. The submitted action plan will officially conclude on 31 December, either two or four years later.

      Note: Submitting an action plan in January, February, July, or August could potentially align with either a 30 June or 31 December completion date. Therefore, when a country chooses one of those overlapping months to submit its plan, it must explicitly decide if the action plan will conclude on 30 June or 31 December.

- **Timeline for submitting a consecutive action plan.** After concluding an action plan, a country must deliver its next action plan within one year, counted from the end date of the previous plan.

- **Extensions.** No extensions are allowed beyond these deadlines.

- **Co-creation of the consecutive action plan.** The Support Unit recommends that countries start co-creating their next action plan during the final months of implementation of the current action plan to ensure that continuity is maintained.
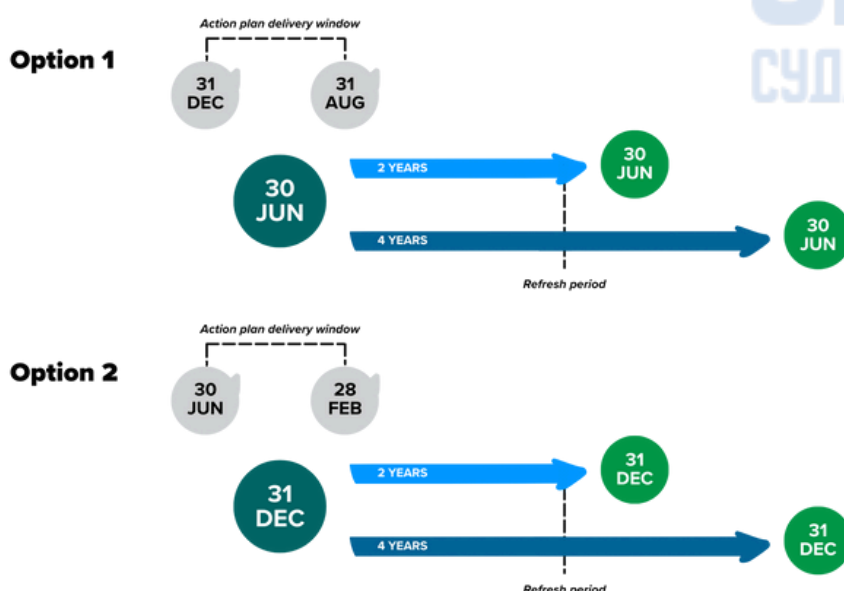
Developing Action Plans

6.2.2 SUBMISSION TO OGP

Once the action plan is complete, it should be submitted to the OGP Support Unit. OGP members are welcome to share drafts of the action plan with the Support Unit ahead of submission for feedback.

- Action plans must be submitted via email to the relevant lead OGP staff member of each country. OGP staff will acknowledge receipt to officialize the submission of the action plan and publish it on the OGP Website.

- Action plans must be submitted to OGP in the country's administrative language and in English. It is recommended to submit both language versions at the same time. Submitting action plans in English allows the IRM to begin the research and assessment process.

- Once an action plan is submitted, it will be considered final—it is not possible to submit a draft action plan. The OGP Support Unit will publish it on the OGP website as the official version.

- For introducing amendments to the action plan, see Amendments.

- As mentioned above, a country must deliver its next action plan to OGP within one year, counted from the end date of the previous plan.

6.2.3 DELAYS

The Support Unit maintains consistent deadlines to ensure a structured process across all participating countries.

- The Support Unit does not have the mandate to grant extensions on the submission of action plans.

- If a participating government does not deliver a new action plan within one year after the completion of their previous action plan, they will be officially late and considered to have acted contrary to process (see OGP Membership Accountability Mechanisms). The participating government will receive a letter from the Support Unit noting the delay, and it will be copied to the Criteria and Standards subcommittee to consider any additional actions or support as necessary. The letter will also be published on the respective OGP country page on the OGP website.

- Countries that acted contrary to process due to late delivery of their action plan must deliver it by 30 June or 31 December of the subsequent year in order to avoid acting contrary to process again, which would thereby subject them to a Procedural Review (see OGP Membership Accountability Mechanisms).

Good to Know

Action Plan Delivery during Political Transitions

While OGP encourages timely action plan delivery, it recognizes that unexpected situations can occur. Political transitions and elections can pose a challenge for the timely delivery of action plans, particularly when it comes to securing high-level political support and providing for continuity in the development and implementation of commitments during these periods.

Countries can consider different strategies for delivering action plans during political transitions, each with its own implications. Based on past experiences, countries could consider: 1) submitting a regular action plan or 2) developing a limited action plan.

Find out more on Section 1.c of the guidance on Co-Creation and the Development of Action Plans.

6.2.4 AMENDMENTS

- Countries may modify or remove commitments or milestones within one year of the action plan's submission (either 30 June or 31 December, as determined by the delivery window and action plan end date). It is strongly recommended that these changes be made in agreement with the MSF.

- Countries may introduce new commitments during the action plan's implementation period, provided that all milestones are completed before the action plan's scheduled end date.

- IRM Action Plan Reviews assess the initial action plan submitted to the Support Unit. IRM Results Reports base their assessment on the most recent version of the action plan formally submitted to the Support Unit. For four-year action plans, the IRM will assess any new or significantly amended commitments at the midpoint in the Midterm Review.

- Whether it is a modification, adjustment, or removal within one year or the introduction of new commitments, an updated action plan must be submitted to the OGP Support Unit in English and the country's administrative language, detailing the changes made.

- This option applies equally to two and four-year action plans. It should be noted that four-year action plans require a mandatory refresh at the two-year mark, which also allows for a refresh of existing commitments (see Four-Year Action Plans).

6.2.5 FOUR-YEAR ACTION PLANS

Countries opting for a four-year action plan must conduct a mandatory refresh at the two-year mark. This process allows the country to review progress, assess the evolving context, and make adjustments for the action plan to remain relevant and effective for the remaining period. Updates may include modifying commitments, adding new ones, or addressing other contextual changes.

While other minimum requirements (1.1, 2.1, 2.2, and 5.1) continue to apply throughout the entire plan cycle, the minimum requirements 3.1 and 4.1 relate to the action plan refresh process and are assessed by the IRM.

Standard 3

Providing inclusive and informed opportunities for public participation during the refresh of the action plan.

Minimum Requirement 3.1

The MSF where established, or the government where there is no MSF, publishes on the OGP website/webpage the action plan refresh timeline and overview of the opportunities for stakeholders to participate at least two weeks before the start of the action plan refresh process.

IRM Assessment

The IRM will assess whether the country complies with two key measures:

- Was the co-creation timeline with information on opportunities to participate available?
- Was the information made available two weeks before the start of the action plan development process?

See IRM Guidelines here.

Standard 4

Providing a reasoned response and ensuring ongoing dialogue between government and non-governmental stakeholders during the refresh of the action plan.

Minimum Requirement 4.1

The MSF where established, or the government where there is no MSF, documents and reports back or publishes written feedback to stakeholders on how their contributions were considered during the refresh of the action plan.

IRM Assessment

The IRM will assess whether the country complies with two key measures:

- Were contributions from stakeholders documented?
- Did the MSF or government provide a reasoned response to stakeholders and did it happen during the development of the action plan?

See IRM Guidelines here.

Additionally, the Memorandum on the Four-Year Action Plan Process provides concrete guidelines for the refresh process, including specific timelines for submission of the refreshed action plan and key steps of the refresh process.

Review of progress. The MSF conducts a review of the action plan's implementation, identifying progress, gaps, challenges, bottlenecks, and changes in the contextual environment affecting its success.

Outreach. The MSF communicates the review results to the public and provides opportunities for feedback. Stakeholders can comment on the review, propose modifications to commitments, and suggest new commitments to address gaps or improve implementation.

Revision. Using the feedback collected, the MSF revises the action plan through consultation and dialogue with stakeholders and experts. Revisions may include modifying existing commitments (e.g. adding new activities or milestones) or adding new commitments to meet emerging needs.

Feedback. The MSF shares how stakeholder contributions were considered, publishing a reasoned response alongside the revised action plan. This establishes transparency in how suggestions were integrated or addressed.

Submission. The refreshed action plan must be submitted to the OGP Support Unit no later than six months after the two-year mark. It should detail the refresh process, including all changes and additions made.

Additional requirements:

- A timeline of the refresh steps, including participation opportunities, must be published at least two weeks before the review process begins.

- Results from public consultations should be shared with stakeholders, summarizing their contributions and how these informed the refresh process.

IRM assessment of the refresh process and reviewed action plan

The IRM will provide a Midterm Review to members undertaking four-year action plans. It evaluates the refresh process and any refreshed or new commitments. It also provides a general update on implementation progress. For more information on the IRM assessment, consult the IRM page.

For more information on the four-year refresh process, consult the Memorandum on the Four-Year Action Plan Process.

6.3   Developing an Action Plan and Commitments

This section offers formal and practical guidance to apply the previously outlined OGP Participation and Co-Creation Standards and rules and procedures to develop strong OGP action plans and commitments. It covers key moments in the process, including co-creation planning, stakeholder engagement, and feedback. It also details what to include in an action plan, drawing from best practices to ensure commitments are ambitious, relevant, and impactful. Finally, it explains the OGP commitment template, which helps structure commitments clearly and effectively within the action plan timeline.

6.3.1   KEY MOMENTS

In the development of action plans and commitments, co-creation consists of several key moments. These moments may overlap or flow into each other, but reflect distinct aspects of facilitating this meaningful collaboration and participation.

- **Planning for co-creation.** This involves establishing a clear roadmap by setting objectives, identifying stakeholders, allocating resources, and defining a timeline. The MSF or government leads this effort to align priorities and determine how the co-creation process will unfold. Key OGP requirements include publishing the co-creation timeline and maintaining a public OGP website to ensure transparency.

- **Stakeholder outreach and engagement.** The government or MSF engages diverse stakeholders to raise awareness about open government, OGP, and participation opportunities. Effective engagement is achieved through outreach activities and mechanisms to gather stakeholder input, which ensure inclusivity and the representation of diverse voices. The quality of dialogue shapes the overall process, while deliberative participation methods are key to creating space for meaningful engagement.

- **Action plan formulation.** This stage focuses on transforming stakeholder input into concrete commitments. The government and civil society work together to define challenges, propose solutions, and draft commitments using OGP's commitment template. Transparency and accountability measures, such as maintaining a public document repository and providing feedback, are essential during this phase.

- **Feedback and reasoned response.** The final moment before adopting/completing the action plan involves sharing feedback with stakeholders, explaining how their contributions were considered, and their impact on the final commitments. Providing clear feedback helps build trust and strengthens future collaboration.

Based on co-creation experiences from OGP members at both the national and local levels, OGP has compiled concrete guidance to assist members and stakeholders in their co-creation processes. For detailed guidance on each of these points, see the guidance on Co-Creation and the Development of Action Plans.

Planning for the Process

Key considerations before embarking on a co-creation process, planning to plan

Stakeholder Outreach & Engagement

Stakeholders are information about OGP, the action plan process, and how they can participate. Information can also be gathered on what they want the action plan to tackle.

Action Plan Formulation

Sense-making of inputs gathered, defining problems, working on solutions, moving from problems to solutions, and drafting the commitments

Feedback

Participating stakeholders will be informed of the results of their contributions to and participation in the action plan development process.

Good to Know

Strategic Planning for Effective Co-Creation

Early planning for the different activities to be undertaken during the process of developing action plans is crucial so that the objectives of the process are clear, stakeholders and their roles are defined, available resources are identified, and the timeline to complete the process is laid out. Find out more on the guidance on Co-Creation and the Development of Action Plans.

6.3.2 ACTION PLAN CONTENT

An action plan outlines the government's open government commitments and their development process. It provides context, reviews past efforts, details stakeholder collaboration, and defines key reforms. The breakdown below explains what to include and offers guiding questions to refine the content before presenting the commitments.

Introduction

This section briefly explains the national and local context by discussing why open government efforts are important for the country. This section should also outline the governance reform priorities for the country and identify the major social, political, or economic issues that the country intends to address through its action plan, along with a justification.

Guiding Questions

- What is the long-term vision for open government in your context?
- What are the medium-term open government goals that the government wants to achieve?
- How does this action plan contribute to achieving the open government goals?
- What major social, political, or economic issues does the country intend to address through this action plan, and why?

Open Government Efforts to Date

This section provides a brief narrative of key open government initiatives and accomplishments to date, particularly those that reflect collaboration with civil society and how they relate to the commitments that were co-created. This section should explain how the new action plan builds on previous action plans (if relevant) and related efforts to strengthen open government reforms.

Guiding Questions

- What are the achievements in open government to date (for example, recent open government reforms)?
- How has collaboration between government and civil society impacted these reforms?
- If a previous action plan exists, what open government reforms proposed in the previous action plans were achieved? Not achieved? Why?
- If a previous action plan exists, how does this new action plan build on what has been achieved in previous action plan(s) and other efforts to strengthen open government?

Action Plan Development Process

This section describes the process of developing an action plan, highlighting in particular how the government collaborated with civil society and other stakeholders to develop, formulate and finalize the action plan. It should also describe how the MSF (or government where there is no established MSF) planned for and structured the development process, conducted outreach to increase participation of stakeholders, developed and formulated the commitments, and provided feedback to stakeholders who participated in the process. Please expressly note compliance with the OGP Participation and Co-Creation Standards, with particular attention to the minimum participation requirements. See the [OGP Participation and Co-Creation Standards](#) as well as the guidance on [Co-Creation and the Development of Action Plans](#).

Guiding Questions

- How did the country develop the timeline for developing an action plan? Who was involved in the process? How were inputs from stakeholders taken into consideration?

- How were outreach activities conducted? How were awareness-raising activities maximized to enhance public participation? What kind of spaces have been used or created to enable the collaboration between government and civil society in co-creating the action plan?

- How was the process of formulating an action plan conducted? Describe what was done in sense-making, problem definition, solution identification, and commitment drafting?

- How was the reasoned response provided? What were the processes undertaken to finalize the action plan?

Commitments

This section presents the concrete commitments that were co-created during the development process. The commitment template will be used for each commitment included in the action plan.

Guiding Questions

- See relevant guiding questions in the commitment template, available for [download](#).

Based on OGP experience, successful OGP action plans do the following.

- **Promote ambitious reforms** that stretch government practice beyond their current baseline with respect to key areas of open government. Such commitments should promote binding and institutionalized changes across government that are possible game changers for practices, policies, or institutions that govern a policy area, public sector, or the relationship between citizens and state.

  The IRM assesses the ambition of commitments through its "Potential for Results" indicator (see IRM Assessment of Minimum Requirements).

- **Align commitments with OGP principles** to establish relevance. Commitments should set out to make a policy area, institution, or decision-making process more transparent, participatory, or accountable to the public. Each commitment should advance at least one of the following.

  - **Transparency.** Commitments that enable proactive or reactive disclosure of government-held information, improve the legal or institutional frameworks to guarantee the right to information, improve the quality of the information disclosed to the public, or improve the transparency of government decision-making processes or institutions.

  - **Citizen Participation.** Commitments that create or improve opportunities, processes, or mechanisms for the public to inform, influence, or co-create government policies, laws, and/or decisions. They can create, enable or improve participatory mechanisms for minorities, marginalized, or underrepresented groups or improve the enabling environment for civil society. They can include legal, policy, institutional, or practical conditions related to civic space, such as protections for freedom of expression, association, and peaceful assembly. They can also be measures that counter misinformation and disinformation, especially online, to ensure people have access to reliable and factual information.

  - **Public Accountability.** Commitments that create or improve opportunities to hold government officials answerable for their actions. They enable legal, policy, or institutional frameworks to foster accountability of public officials. These mechanisms should involve public participation rather than being purely internal processes.

  The IRM assesses the relevance of commitments to open government principles through its "Open Government Lens" indicator (see the IRM Procedures Manual for more information on IRM indicators).

- **Adopt commitments that are SMART.**
  - **Specific.** Clearly describes the problem being addressed, the proposed activities, and the expected outcomes.

  - **Measurable.** Defines milestones and outcomes that can be tracked and verified. Commitments with multiple sub-components should include clear, measurable milestones.

  - **Answerable.** Identifies the primary implementing agency, coordinating or supporting agencies, and other stakeholders involved (e.g., civil society, private sector, or multilateral organizations).

  - **Relevant.** Explains how the commitment aligns with OGP principles of transparency, accountability, and public participation.

  - **Time-bound.** Sets deadlines for completion and includes milestones or benchmarks to track progress throughout the action plan timeline.

The IRM assesses whether the commitment's stated objectives and proposed actions are sufficiently clear and include objectively verifiable activities to assess implementation through its "Verifiability" indicator (see [IRM Assessment of Minimum Requirements](#)).

- **Prioritize reforms.** Action plans comprising 5-15 high-quality commitments spread over multiple themes are more effective than those with a large number of less ambitious commitments.

Good to Know
Open Government Resources

The [Open Gov Guide](#) offers a detailed repository of best practices, real-world examples, and strategic insights for shaping effective open government reforms. Similarly, the [OGP Data Dashboard](#) provides a searchable platform of thousands of commitments, enabling users to track progress, compare approaches, and identify emerging trends across the OGP membership.

6.3.3 COMMITMENT TEMPLATE

Every commitment included in the action plan should follow the OGP commitment template. This template includes a clear and comprehensive articulation of each action, fostering an understanding of how commitments collectively reinforce broader open government goals in the country.

The commitment template outlines a structured framework to articulate what the government aims to achieve within the action plan timeline.

- **Problem definition.** This section includes a detailed description of the problem the commitment is trying to address, including: who is affected, where it takes place, how they are affected, when they are most affected, when the problem started, and how long it has impacted those affected. It also includes the causes of the problem, including root causes, and may use analytical tools.

- **Commitment description.** This section includes a summary of what has been done so far to solve the problem, including the success of previous solutions. In addition, a description of the proposed solution, how it differs from previous efforts, and how it will solve the problem, either in its entirety or partially. Finally, it includes the desired results of implementing the commitment, including outputs, changes in knowledge, skills, capacities, behavior, systems and practices.

- **Commitment analysis.** This section asks how the proposed commitment will promote transparency, foster accountability, and improve participation.

Developing Action Plans

- **Commitment planning.** This section considers milestones, expected outputs, and key stakeholders. Milestones showcase a series of actions or events that will lead to the achievement of the result the commitment would like to achieve. Expected outputs cover concrete, objectively verifiable results that are direct products of activities conducted. It also covers the expected completion date of the commitment, as well as the lead and supporting stakeholders involved in implementing the commitment.

- **Open Government Challenge relevance (optional).** Commitments can be designated as submissions for the Open Government Challenge if they meet the criteria to be eligible for the Challenge, like corresponding to one of the ten designated Challenge areas. OGP makes the final decision on whether the commitment is accepted into the Challenge based on four criteria. Note that challenge submissions are also possible outside of the action plan. See Raising Ambition through the Open Gov Challenge for more information.

A standardized commitment template is available for download. This template is intended for more advanced stages of planning, rather than brainstorming, and is most effectively used when:

- Problems are well-defined and clearly understood;
- Potential solutions have been thoroughly discussed, evaluated, and prioritized; and
- There is a clear vision of what the commitment will look like, allowing for better planning of milestones, objectives, and the theory of change.

Good to Know

Tips to Develop an Action Plan

In addition to the commitment template, the action plan must include an introduction, a description of government efforts to date, and an elaboration of the action plan development process. More information on action plan development is available in the guidance on Co-Creation and the Development of Action Plans.

7 Implementing an Action Plan and Commitments

Key Takeaways

- National OGP Members are required to implement their action plans in line with Standard 5 and meet the relevant minimum requirement.

- Stakeholder engagement during implementation helps to hold the government and implementing partners accountable, and is linked to higher commitment completion rates and stronger results.

- Civil society organizations play a key role in monitoring progress, providing feedback, and working with partners on implementation.

- Strong stakeholder engagement and an ambitious application of Standard 5 can be achieved through implementation planning, understanding how stakeholders can make contributions, and conducting monitoring and assessment activities.

Implementing Action Plans

A well-structured and inclusive action plan development process lays the groundwork for the effective implementation of commitments. Once commitments are finalized within an action plan or in standalone versions (see Development of Action Plans and Commitments and Engagement of Other Levels and Branches of Government), efforts shift from designing to execution.

During the implementation of an action plan, countries should strive to meet the following OGP Participation and Co-Creation Standard to ensure meaningful participation.

Standard 5

Providing inclusive and informed opportunities for ongoing dialogue and collaboration during implementation and monitoring of the action plan.

Minimum Requirement 5.1

The MSF where established, or the government where there is no MSF, holds at least two meetings every year with civil society to present results on the implementation of the action plan and collect comments.

IRM Assessment

The IRM will assess whether the country complies with two key measures:

- Did the government hold meetings with civil society stakeholders or the MSF meet during the implementation of the action plan?
- Were results on the implementation of the action plan presented and the opportunity made for civil society to comment?

See IRM Guidelines here.

7.1 Sustaining Engagement

Implementation is an ongoing process that requires all involved actors to stay engaged, monitor progress, and adjust approaches as needed. Regular engagement helps stakeholders hold the government and implementing partners accountable and make corrections if priorities or circumstances change. Evidence from IRM reports and OGP's Decade Report shows that continued stakeholder involvement during implementation is linked to higher completion rates and stronger results.

Successful implementation depends on strong coordination within the government and sustained collaboration with civil society. Governments should align agencies, allocate resources, maintain open communication, and integrate commitments into institutional processes. For instance, involving ministers or senior officials at least once a year to review progress, address delays, and discuss challenges can help sustain political support. Governments or MSFs may also introduce amendments to the action plan to respond to new developments. This can be done at any time as long as the milestones end before the end date of the action plan (see Amendments).

Civil society organizations play a key role in monitoring progress, providing feedback, and working with partners on implementation. They can co-own the process and contribute to reporting, often through the continued engagement of thematic working groups formed during commitment development (see Standard 3).

Good to Know

The Role of the OGP
Support Unit

The OGP Support Unit can facilitate collaboration with other OGP members, connect domestic actors with peers and partners to exchange lessons and sustain engagement, provide technical expertise, share global best practices, and support workshops to strengthen implementation efforts.

7.2   Implementation Planning

Implementation plans help guarantee specific activities are defined, resourced, and assigned. The commitment template for action plans identifies milestones and outputs, setting out what needs to be achieved. It does not detail the specific activities required to achieve these milestones. In other words, while the commitment template focuses on the "what," the implementation plan focuses on the "how." Conducting implementation planning among the stakeholders identified in the commitment template helps build stronger working relationships and a support base for the commitment. It also helps guarantee that specific activities are defined, resourced, and assigned to achieve milestones. Implementation planning can be done for each commitment individually.

In brief, to complement the higher-level focus of the commitment template, implementation plans should include:
- Specific activities to be undertaken;
- Resources required;
- Timelines and deadlines;
- Expected outputs;
- Responsibilities assigned to individuals, ministries, or groups; and
- Identified risks and strategies to manage them.

7.3   Stakeholder Contributions to Implementation

Lead implementing agencies can be supported by other stakeholders, including civil society during the implementation process. As a good practice, MSFs (or governments if no MSF exists) should hold open meetings and establish regular communications with additional stakeholders. These allow implementing agencies to provide updates on progress and respond to questions and input from civil society and other stakeholders.

Additional stakeholders can contribute to the implementation of open government commitments in some of the following ways.

- **Communications.** Raising public awareness of new or modified policies or programs resulting from commitments, such as new laws, regulations, or services.

- **Expertise.** Providing advice and technical support for policy implementation.

- **Service Provision and Co-Production.** Partnering with the government to implement policies and deliver services.

- **Enabling Use and Feedback.** Supporting beneficiaries to access new policies, programs, or services enabled by commitments, and channeling user feedback to lead agencies.

7.4   Monitoring and Assessments

Monitoring should occur at the level of each commitment and include opportunities for dialogue and collaboration. Thematic working groups can play a critical role in engaging specific stakeholders to monitor planned activities. At regular intervals, stakeholders should meet to review progress made towards the implementation of commitments, address challenges, and adjust plans as necessary. These meetings also allow implementing institutions or agencies to report on milestones and provide an opportunity for civil society and other stakeholders to:

- Offer feedback,
- Raise concerns about risks and challenges,
- Foster accountability, and
- Discuss potential ways forward.

In addition to monitoring, periodic assessments of the entire action plan or broader strategy are also necessary to evaluate progress toward overall goals. These assessments allow stakeholders, including MSF members, to:

- Reflect on the advancement of commitments,
- Validate achieved results, and
- Identify and implement corrective measures where delays or gaps exist.

To support meeting the minimum requirement of a document repository and corroborate findings within, members can choose to support systematic assessments and results monitoring by maintaining a public dashboard with up-to-date information on progress, delays, and other developments for additional transparency.

7.4.1   SELF-ASSESSMENT REPORT

Participating governments are encouraged to produce an End-of-Term Self-Assessment Report on the final results of reforms completed in the action plan, consultation during implementation, and lessons learned. A template for a self-assessment report is available in the Annex and is available for download here.

8 Ensuring Accountability and Learning through the IRM

Key Takeaways

- The IRM is OGP's accountability arm and the main means of tracking progress in participating countries.

- The IRM provides independent, evidence-based, and objective reporting to hold OGP participating governments accountable and support their open government efforts.

- The IRM prepares four key reports for OGP national members: Co-Creation Briefs; Action Plan Reviews; Midterm Reviews for four-year action plans; and Results Reports.

- The IRM assesses countries' compliance with the minimum requirements for each of the OGP Participation and Co-Creation Standards.

- The IRM assesses whether a country is considered "acting contrary to OGP process" for two of the three triggers outlined in the OGP Procedural Review Policy.

All OGP national members are required to develop and implement an action plan following the OGP Participation and Co-Creation Standards, meeting its minimum requirements and demonstrating progress in implementing commitments (see Key National Membership Responsibilities). To ensure that members fulfill these responsibilities, the OGP action plan process includes built-in accountability measures. This is primarily achieved through OGP's IRM, which tracks and assesses country performance throughout the action plan cycle, providing an evidence-based evaluation of progress and areas for improvement. This involves various reports that assess a country's adherence to minimum requirements, evaluate the design and implementation of reform commitments, and offer recommendations.

8.1   What is the IRM?

The IRM is OGP's accountability arm and the main means of tracking progress in participating countries. The IRM provides independent, evidence-based, and objective reporting to hold OGP participating governments accountable and support their open government efforts. This is done through reports, services and timely recommendations during key moments in the action plan cycle.

The IRM works with, but independently from, the OGP Support Unit. To maintain independence, the IRM reports to the International Experts Panel (IEP). The IEP guarantees the independence and quality of the IRM through governance and advisory of the IRM as a whole and quality assurance of the IRM process. IEP members are renowned experts in transparency, participation, and accountability who play the principal role of guiding development and implementation of the IRM research method and ensuring the highest quality of reports. More information on the current IEP and summaries from quality assurance sessions can be found here.

Good to Know

How POCs are Crucial to the IRM Process

Among the key responsibilities of national POCs is to engage with the IRM, facilitate coordination with the implementing agencies of commitments, and lead the pre-publication review of two core reports: the Action Plan Review and the Results Report. More information on the responsibilities of POCs is available in Key Responsibilities of an OGP Point of Contact.

8.2 How the IRM Works

The IRM assesses countries' open government progress and processes. To assess countries' progress on open government reforms, the IRM assesses individual commitments in countries' action plans. The IRM also assesses whether countries' OGP processes align with OGP rules and standards (see OGP Participation and Co-Creation Standards).

The IRM produces the following reports for countries participating in OGP: a Co-Creation Brief, an Action Plan Review, a Midterm Review, and a Results Report. Before Action Plan Reviews and Results Reports are published, they are open for pre-publication review and public commenting periods. More information on the full process pathway is available here.

Co-Creation Brief

- **Timeline.** Delivered on an "as-needed" basis before the action plan co-creation process begins. The IRM requires an advance notice of at least two months before producing this report.

- **Purpose.** The Brief offers recommendations for the co-creation process to ensure compliance with minimum requirements and improve its inclusivity and effectiveness, using previous national IRM reports and best practices from other OGP members. It also offers potential areas for opportunity in the design of commitments by drawing on comparative international experiences and other context-relevant practices in the field of open government. This brief does not constitute an evaluation of a particular action plan. It is shared at the beginning of the co-creation process. Find more about the brief and its template here.

Action Plan Review

- **Timeline.** Research and production begins immediately upon delivery of the new action plan.

- **Purpose.** This report provides a quick, independent, and evidence-based overview of the strengths and challenges of the action plan, to inform implementation of commitments. It analyzes the co-creation process as well as compliance with the minimum requirements. Particular attention is given to promising commitments that the IRM selects for in-depth analysis. Promising commitments are selected based on their relevance, verifiability, potential for results, and stakeholder priorities. It is shared after the action plan is published. Find more about the report and its template here.

Midterm Review (Four-Year Action Plans)

- **Timeline.** This assessment occurs once a refreshed action plan is submitted, or 6 months after the halfway point of the four-year action plan if no refreshed action plan is submitted.

- **Purpose.** The Midterm Review assesses refreshed commitments and the refresh process. It also provides a general update on implementation progress and processes at the two-year mark.

Results Report

- **Timeline.** Research and production begins in the final months of the implementation period.

- **Purpose.** The Results Report offers an overall commitment implementation assessment that focuses on policy-level results and how changes happen. It also checks compliance with OGP standards and criteria and informs accountability and longer-term learning. Particular attention is given to commitments that have achieved early results in opening government. It is shared after the implementation period is over. Find more about the report and its template here.

In addition to the above, the IRM also produces Open Government Journeys and Local Reports.

- In the **Open Government Journeys** series, the IRM explores the challenges, major achievements, and the future of open government, providing lessons for all reformers looking to apply open government principles to real-world challenges.

- In the **Local Report**, the IRM looks at the commitments implemented as part of the OGP Local process and collaboration between local government and civil society. The Local Report identifies lessons learned, success stories, and innovative approaches to local open government across OGP.

For all OGP members, each country's IRM reports are available in the "Resources" section of each country's webpage on the OGP website. All IRM reports are also available on the OGP website Resources page.

The IRM collaborates with Support Unit colleagues to provide services to member countries, which aim to distill and communicate IRM findings and recommendations at key moments in members' OGP processes. IRM services may include discussion on report findings, workshops on commitment design, or a discussion on how the IRM assesses OGP rules and standards.

Good to Know

Shaping Reports through Feedback and Collaboration

The IRM's report production process includes multiple stages of feedback. Key national OGP actors, such as the national POC and members of the MSF, are given the opportunity to provide direct feedback during a 21-day pre-publication review period. Additionally, the IRM shares the report for a 14-day public comment period when anyone is welcome to submit comments. This collaborative approach ensures that the final report accurately reflects the country's open government progress.

8.3   IRM Assessment of Minimum Requirements

The OGP Participation and Co-Creation Standards outline five standards regarding the expectation for government and civil society engagement during the OGP cycle. Each standard has clear and measurable minimum requirements that all OGP national members must meet during the development, refresh, and/or implementation of an action plan. The IRM assesses countries' compliance with the minimum requirements for each Standard.

The IRM determines whether a country meets the minimum requirements, or not. To conduct this assessment, the IRM will consider the following aspects.

- All minimum requirements must be met at the appropriate time in the action plan cycle.

- Governments must provide evidence to prove compliance, but the IRM will review documentation submitted by both government and civil society. The IRM will conduct online desk research and review information available in country repositories and websites. See Ensuring Information Transparency for information on the transparency requirements outlined in the Standards.

- The IRM will conduct interviews to collect views from different stakeholders involved in the OGP process.

The IRM assesses two of the three triggers for a country to be considered acting contrary to process, as outlined in the OGP Procedural Review Policy. First, a country must meet all the minimum requirements established in the OGP Participation and Co-Creation Standards. Second, a country is considered acting contrary to process if it fails to make progress on any of the commitments in an action plan. The IRM notifies the Support Unit when it has determined that a country is not acting according to process according to these triggers.

More information on the key measures and evidence the IRM will consider to assess each minimum requirement can be found in the IRM Guidelines for the Assessment of Minimum Requirements.

9 Raising Ambition through the Open Gov Challenge

Key Takeaways

- The Open Gov Challenge encourages OGP members to take ambitious actions in ten areas of open government.
- Any public sector institution across all branches and levels of government of an OGP member country can participate in the Challenge.
- OGP members can participate in the Challenge by submitting commitments as part of their regular action plans or by submitting standalone commitments.
- Commitments must meet specific eligibility criteria to be accepted to the Challenge.

The Open Gov Challenge was launched in 2023 by the OGP Steering Committee as a call to action for all OGP members with the goal of raising ambition in ten areas of open government to help strengthen our democracies. It encourages OGP members to pursue ambitious, flagship actions that demonstrate significant progress in as many areas as possible through their OGP action plan or beyond.

Each of the areas has headline actions and reforms that fit within the scope of each Challenge. The Open Gov Guide includes concrete recommendations, examples of reforms, and international standards and guidance, and can be used as a resource to help reformers meet the Challenge as it covers some (but not all) areas of the Challenge.

9.1   Why Participate in the Challenge?

Participating in the Challenge offers OGP members a range of valuable incentives.

- Participants can use the Challenge as a political opportunity to fast track progress on their initiatives, enabling them to achieve their goals more efficiently.

- Reformers gain increased visibility and credibility within their field, enhancing their reputation among peers and stakeholders.

- Participants receive technical and peer assistance from partners specifically engaged to support the Challenge, supplying reformers with the necessary resources and expertise to succeed.

- Participants have opportunities to lead cohorts and engage with peers also participating in the Challenge, fostering leadership skills and collaborative networks on more ambitious actions.

- Reformers receive recognition in the form of awards designed for Challenge participants and are spotlighted through various communications and events, acknowledging their contributions and accomplishments.

9.2   Participation Requirements

Any public sector institution across all branches and levels of government of an OGP member country can participate in the Challenge. Where more than one public institution in an OGP member wishes to participate in a specific Challenge area, the OGP Support Unit will aim to facilitate coordination between the actors. Civil society and other partners are strongly encouraged to co-create and support a Challenge, but the Challenge must be owned and implemented by a public sector institution.

Members can participate by:

- Co-creating relevant commitments in OGP action plans, or
- Submitting a standalone action/commitment, independent of the OGP action plan. For example, this is when an opportunity arises outside of the action plan cycle, or institutions that are not (yet) part of a domestic MSF wish to make a submission.

These are not mutually exclusive options. Members can participate in more than one of the above concurrently. OGP encourages members and non-members to share stories about their work on Challenge areas for inspirational and communication purposes. These stories will not be formally assessed but can help promote the Challenge.

9.3 Eligibility of Challenge Commitments

Actions or commitments that meet all of the following criteria.

- **Thematic relevance.** The action must aim to advance the goals of a Challenge area. Members are encouraged to submit ambitious commitments that are possible game changers for practices, policies, or institutions that govern a policy area, public sector, or the relationship between citizens and state, and/or generate binding and/or institutionalized changes across government. Ambitious commitments may also be pioneering actions within the Challenge areas that no one else or very few members in the Partnership are addressing.

- **Future-oriented.** The action must be ongoing or planned, with future milestones. To be future-oriented, submitted commitments must include verifiable reforms that are yet to be implemented at the time of submission.

- **Open government relevance.** The action must be relevant to at least one open government principle—transparency, public accountability, or civic participation.

- **Government-led.** The action must be led by a public sector institution from any branch or level of government of an OGP member. Collaboration with civil society in the design, implementation, and/or evaluation of actions is strongly encouraged.

9.4 Submission Rules

Rules will depend on the mechanism through which members submit a Challenge.

- **Commitments included in action plans** will by default follow the OGP Participation and Co-Creation Standards (see OGP Participation and Co-Creation Standards), and reporting requirements (see Ensuring Accountability and Learning through the Independent Reporting Mechanism). Submissions through action plans will be reviewed by the IRM using the methodology for assessing action plans.
  - OGP commitment templates have been modified to enable members to flag commitments as entries for the Challenge.
  - Commitments included in action plans will follow the regular action plan timelines. Members that have already submitted their action plans may use the window for amending their action plans for adding "challenge commitments" within the prescribed time frame for these.

- **Standalone actions or commitments** may be submitted at any time, through the standalone commitments form (available in [English](#), [Spanish](#), and [French](#)). For standalone commitments and awards entries, the submissions must meet the eligibility criteria of the Challenge. For these, collaboration with civil society in the design, implementation, and/or evaluation of actions is strongly encouraged and expected.

    - The mid-term and end-term review of the Challenge, conducted by the IRM, will take into account information available at the time of conducting those reviews.

To find out more about the Challenge, including the process to include commitments in action plans and more, please visit the [Open Gov Challenge FAQ page](#).
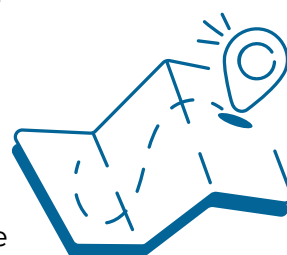
10 Engaging Other Levels and Branches of Government

Key Takeaways

- The OGP Action Framework acknowledges that engaging diverse branches and levels of government is key to achieving open government reforms and mainstreaming open government principles.

- Local governments, parliaments, judiciary branch institutions, and national autonomous institutions all have unique and important roles to play in advancing open government.

- OGP has developed guidance for all four groups to be able to engage with OGP.

- OGP encourages all four groups to engage with the national OGP action plan process, where they must adhere to the relevant OGP rules, requirements, and standards.

- Local governments can also participate in OGP through OGP Local, a dedicated program for subnational governments.

- Parliaments, judiciary branch institutions and national autonomous institutions can also participate via standalone action plans in specific cases.

- All four groups from OGP member countries are eligible to submit commitments to the Open Gov Challenge.

Other Levels & Branches

While national action plans remain a core aspect of OGP participation, the OGP Action Framework acknowledges that engaging diverse branches and levels of government is key to achieving open government reforms and mainstreaming open government principles. This engagement is necessary for checks and balances between branches of government.

10.1 Local Governments

Local governments play a crucial role in tackling global challenges by being directly responsible for policies and services that have tangible impacts on citizens' lives. They serve as hubs for governance innovation and are often at the forefront of addressing these issues. Most importantly, local governments can function as "laboratories for innovation" where they can pilot and refine open government initiatives that can then be scaled up to the national level. National governments rely on local counterparts for effective policy implementation and to address common challenges. In turn, local entities benefit when national frameworks promote collaboration, support innovation, and assure credible implementation.

Given the importance of local governments in advancing open government, OGP offers a dedicated membership tier for local governments as a primary means of engagement. At the same time, local governments can also engage with OGP in two other ways: by engaging in the national OGP process or by joining the Open Gov Challenge.

10.1.1 OGP MEMBERSHIP AT THE LOCAL LEVEL

Local governments can participate in OGP through OGP Local, a dedicated program for subnational governments. OGP Local members develop and implement action plans in collaboration with non-governmental stakeholders, similar to national governments, following the OGP Local Handbook. These action plans are not assessed by the IRM. The IRM's biennial Local Report identifies lessons learned, success stories, and innovative approaches to local open government across OGP.

More information on OGP Local can be found here.

10.1.2 INCLUDING LOCAL COMMITMENTS IN THE NATIONAL ACTION PLAN

OGP encourages strategic, national-local collaboration to promote reforms across levels of government, including through the national OGP action plan process.

Local level commitments that are included within a national action plan should do the following.

- Be co-created between government and civil society as part of the action plan development process.

- Have a local scope but derive from national policies or a nationally-led program. To ensure the national action plan remains strategic as well as manageable in its implementation and assessment, it is suggested that commitments that involve local jurisdictions (are implemented by local governments) meet the following objectives:

  - Help implement a state-wide open government policy, since some countries adopt open state strategies that span institutions and government levels and require coordination across these levels.

- Advance local implementation of national policies when local jurisdictions must observe national regulations. This is especially useful when co-created with local government and civil society.

- Expand awareness of open government in local contexts, such as by incorporating knowledge-sharing activities or creating networks to exchange experiences and innovations among national and local governments and civil society.

- Highlight local-level open government innovations by including ambitious initiatives with strong impact potential that can be adapted by other jurisdictions.

- Commitments included in the national action plan must be regularly monitored by the MSF, with progress reported in the repository at least twice every year in line with OGP Standards and minimum requirements.

- If commitments in the action plan are implemented by local jurisdictions who are a member of OGP Local, they must not be duplicated in OGP local action plans.

For commitments that do not follow the above considerations, it is suggested that these activities are included in the action plan by including them in a section as "Additional Local Open Government Initiatives." These initiatives would not be considered as formal commitments and hence would not be evaluated by the IRM individually. However, if included in the action plan, the IRM would refer to the "Additional Local Open Government Initiatives" in its assessments as a whole and provide general highlights on the characteristics and objectives of the initiatives, as well as the relevance to the action plan and OGP process.

More information on national-local collaboration and different approaches and design choices for collaboration is available in the publication "Progress through Partnership: National-Local Collaboration to Advance Open Government."

10.1.3   PARTICIPATION IN THE OPEN GOV CHALLENGE

Local governments that have joined OGP Local, as well as those in OGP member countries that have not, may submit commitments to the Open Gov Challenge, regardless of whether they coordinate with the national OGP process. More information is available on the Open Gov Challenge page.

10.2   Parliaments

Parliaments play a key role in advancing open government by introducing, reviewing, and ratifying legislation or approving budgets for reforms. They provide oversight by holding the executive accountable and making their own oversight processes transparent. Parliaments can also adopt open government principles in their institutional practices and foster cross-party dialogue to support and institutionalize reforms.

Parliamentary engagement has been integral to the open government philosophy since OGP's inception, as many aspirations of the movement, like institutionalizing reforms, promoting civic space, and defending democratic processes, require parliamentary support. Parliaments also play a key role in setting agendas and creating space for open government reforms.

Parliamentary engagement is strongly recommended, especially where it can advance major open government reforms, but it is not an OGP requirement for participation. There are three primary models for parliamentary engagement outlined in the [Memorandum on Parliamentary Engagement](#) (the Memorandum), two of which are relevant for how Parliaments can participate in OGP: participation in the national OGP process and standalone action plans. Additionally, Parliaments may engage in other activities to promote openness, such as the Open Gov Challenge.

10.2.1   PARTICIPATION IN THE NATIONAL OGP PROCESS

[Evidence shows](#) that direct participation in the national or local OGP process and action plans allows parliaments to better explore potential synergies and play a more significant role in advancing broader open government reforms. Parliaments in OGP countries are therefore encouraged to explore ways to directly participate in their national process. The [Memorandum](#) outlines the conditions that apply to the participation of parliaments in the national OGP process and the support offered to parliaments and other stakeholders by the Support Unit. Key elements include the following.

- Parliaments choosing to engage in the national OGP process commit to adhering to the [OGP Participation and Co-Creation Standards](#), as well as any rules established by the relevant MSF.

- Parliamentary commitments must be integrated into the overall action plan and adhere to the established start and end dates.

- Reporting and monitoring mechanisms apply equally to parliamentary commitments, which are also subject to IRM assessments. The IRM focuses on evaluating the overall country co-creation process.

In addition to the Memorandum, the OGP Support Unit offers the [Menu of Options](#), which captures the approaches taken by a growing number of OGP members, illustrating how parliaments can participate in OGP and help advance the co-creation and implementation of open government reforms.

10.2.2   PARTICIPATION VIA STANDALONE OPEN PARLIAMENT PLANS

OGP parliamentary action plans can be developed independently from OGP national action plans only to provide a stepping stone for parliaments whose direct participation in the national OGP process is not (yet) feasible, or in addition to their participation in the OGP national plans where this is considered desirable by parliamentary stakeholders. If a parliament chooses to develop a standalone [Open Parliament Plan](#) through a standalone process, it must follow the [OGP Parliamentary Action Plan Guidance](#), which specifies procedural arrangements, minimum requirements, guidance, and templates for the co-creation and implementation of OGP parliamentary action plans. Key elements of this guidance include the following.

- **Eligibility and process.** Explains how parliaments from active OGP member countries can initiate and submit standalone OGP parliamentary action plans.

- **Minimum requirements.** Outlines key criteria for participation, including official notification to OGP, appointment of a Parliament Liaison, public input and feedback requirements, and timely submission of assessment reports.

- **Roles and responsibilities.** Details the key actors involved in the parliamentary action plan process and their responsibilities in coordination, implementation, and oversight.

- **Guidance and tools.** Provides resources for co-creation, implementation, reporting, and assessment, including templates for action plans and commitments.

10.2.3 PARTICIPATION IN THE OPEN GOV CHALLENGE

Parliaments of member countries are eligible to use the Open Gov Challenge to submit individual commitments. More information is available on the Open Gov Challenge page.

10.3   Judiciary Branch Institutions

Judiciary Branch Institutions (JBI) can contribute to open government by providing guidance on legal issues related to proposed commitments, engaging in measures related to strengthening judicial openness, access to justice and the integrity of judicial bodies, and enforcing open government practices through redress or complaint mechanisms. The Participation of Judiciary Branch Institutions in OGP outlines three avenues for participation in OGP.

10.3.1   PARTICIPATION IN THE NATIONAL OGP PROCESS

This is the preferred option and the model most frequently pursued by countries with JBI involvement in OGP. Participation by JBI in the national process offers OGP stakeholders critical opportunities to explore open government synergies across branches of government. A single national process also allows more efficient use of the time and resources allocated to co-creation and consultation, and reduces the transaction costs for civil society in engaging in OGP-related activities.

JBI representatives must adhere to the OGP Participation and Co-Creation Standards and the rules established by the respective MSF. This includes adhering to established start and end dates for OGP action plans, adhering to all regular reporting and monitoring mechanisms, and assessment by the IRM.

10.3.2   PARTICIPATION VIA STANDALONE OGP PLANS

This option is available when legal, political, or practical reasons favour an independent plan. They offer an opportunity to co-create with civil society and deliver on commitments that further open up their processes and systems, doing so in a way that is fully aligned with their own calendars and strategic objectives.

It is limited to the highest-ranking national-level judiciary branch representatives, such as the Supreme Court or High Level Judicial Courts or Councils that have the authority to establish or oversee rulings, standards, and procedures at the national level. JBI considering this option should shape their OGP processes following the OGP Participation and Co-Creation Standards (especially Standards 3, 4 and 5).

10.3.3 PARTICIPATION IN THE OPEN GOV CHALLENGE

JBI of member countries are eligible to use the Open Gov Challenge to submit individual commitments. More information is available on the Open Gov Challenge page.

10.4 National Autonomous Institutions

National autonomous institutions (NAI), such as Supreme Audit Institutions or Ombudsmen, can contribute to open government by providing independent oversight, fostering transparency and accountability within their mandates, and supporting commitments that align with their institutional responsibilities. Participation of National Autonomous Institutions in OGP outlines three avenues for participation in OGP.

10.4.1 PARTICIPATION IN THE NATIONAL OGP PROCESS

This is the preferred option and the model most frequently pursued by countries with NAI involvement in OGP. Participation by NAI in the national process offers OGP stakeholders critical opportunities to explore open government synergies across branches of government. A single national process also allows more efficient use of the time and resources allocated to co-creation and consultation, and reduces the transaction costs for civil society in engaging in OGP-related activities.

NAI representatives must adhere to the OGP Participation and Co-Creation Standards and the rules established by the respective MSF. This includes adhering to established start and end dates for OGP action plans, all regular reporting and monitoring mechanisms, and assessment by the IRM.

10.4.2 PARTICIPATION VIA STANDALONE OGP PLANS

This option is available when legal, political, or practical reasons favour an independent plan. They offer an opportunity to co-create with civil society and deliver on commitments that further open up their processes and systems, doing so in a way that is fully aligned with their own calendars and strategic objectives.

It is limited to constitutionally/institutionally established national organisms that are not part of the executive branch. NAI considering this option should shape their OGP processes following the OGP Participation and Co-Creation Standards (especially Standards 3, 4 and 5).

10.4.3 PARTICIPATION IN THE OPEN GOV CHALLENGE

NAI of member countries are eligible to use the Open Gov Challenge to submit individual commitments. More information is available on the Open Gov Challenge page.
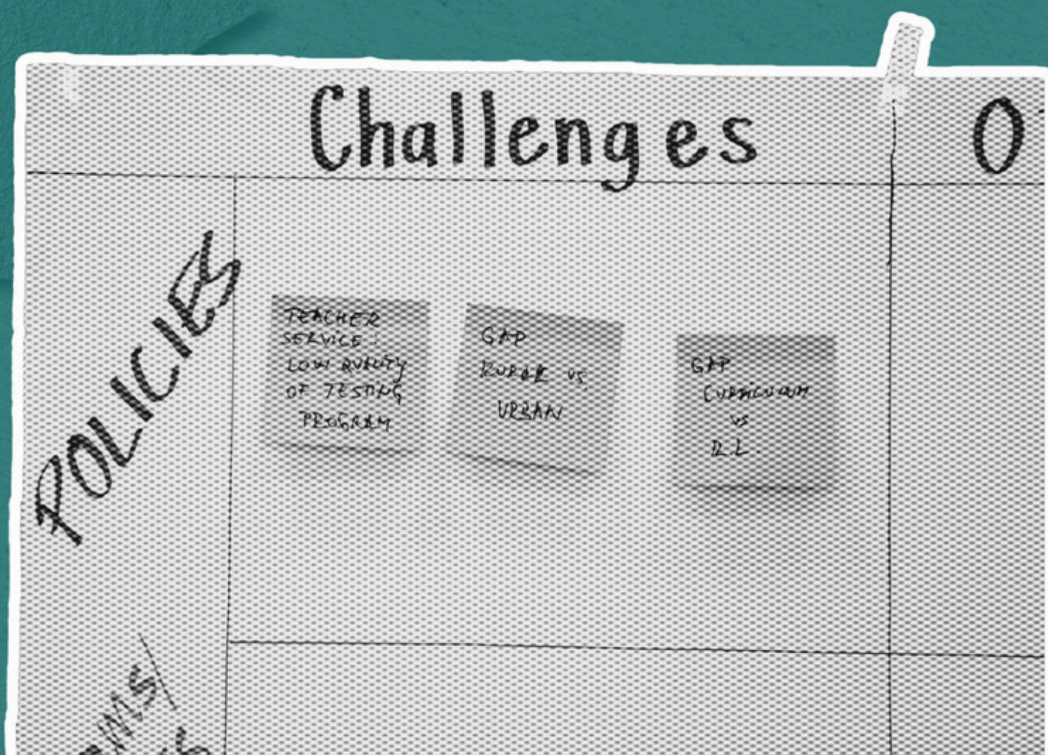
11 Resources

This section brings together all guidance documents, links, publications, resources, templates, and tools referenced throughout the Handbook.

1. Foundations for Open Government

Open Government Declaration: Foundational principles endorsed by all OGP members upon joining, promoting transparency, citizen participation, and public accountability.

OGP Strategy: Five-year strategy (2023–2028) to build an interconnected community of open government reformers, make open government central to all levels of government, protect civic space, accelerate reforms, and showcase inspiring innovations and stories.

OGP Members: A searchable list of all national governments participating in OGP.

OGP Local: Information about local government participation through the OGP Local program.

2. OGP Membership, Governance, and Action Framework

Articles of Governance: Establish the mandate and policies of OGP, including the Steering Committee, the Support Unit, and the IRM.

Joining OGP: Requirements for governments to join OGP, including criteria, Values Check, and engagement with civil society.

Eligibility Criteria: Four core areas assessed before a country can join OGP.

OGP Values Check: Assessment for countries wishing to join OGP based on two indicators from the Varieties of Democracy (V-Dem) "Dataset on Democracy."

Eligible Countries: Current non-participating countries eligible to join OGP.

Government Contributions: Explains OGP's framework for country contributions, which support member services, political engagement, and thematic initiatives.

OGP Global Summit: OGP's flagship global event to share open government experiences and showcase progress.

Open Gov Week: Annual campaign mobilizing reformers to co-create and advocate for open government reforms.

Steering Committee: The executive decision-making body responsible for guiding OGP's strategic direction.

OGP Co-Chairs: Four co-chairs who guide the Steering Committee and support OGP's strategic priorities.

Key Responsibilities of an OGP Point of Contact: Key responsibilities of OGP Points of Contact in managing the national process.

OGP Procedural Review: Assesses whether a participating country adheres to OGP process requirements, including the timely submission of action plans, adherence to co-creation standards, and the implementation of commitments.

OGP Eligibility Review: Initiated when a member country falls below the minimum eligibility criteria for two consecutive years, with the aim of providing support to regain compliance.

OGP Response Policy: Activated in exceptional circumstances where a member's actions significantly undermine OGP values, posing a risk to the Partnership's reputation.

OGP Rapid Response Protocol: Allows OGP to respond swiftly to urgent allegations of serious violations of OGP principles that cannot be addressed in the short term by existing accountability mechanisms.

3. Participation and Co-Creation Standards

OGP Participation and Co-Creation Standards: Set of five standards and corresponding minimum requirements that guide collaborative engagement across all stages of the OGP process.

IRM Guidelines for Assessment of Minimum Requirements: Criteria used to assess compliance with OGP Participation and Co-Creation Standards.

4. Creating Space(s) for National Dialogue: The MSF

OGP Health Check Questionnaire: Tool to assess the health of a country's OGP ecosystem, forum, and process.

5.   Ensuring Information Transparency

Quick overview of transparency requirements: Summarizes minimum requirements for OGP websites and repositories.

6.   Development of Action Plans and Commitments

Co-Creation and the Development of Action Plans: Practical steps for implementing an inclusive and participatory co-creation process.

Commitment Template: A template to draft high-quality, clear, and monitorable commitments.

Four-Year Action Plan refresh process Memorandum: Rules and refresh procedures specific to four-year action plans.

Open Gov Guide: Thematic guidance on policy areas to inspire strong commitments.

OGP at Ten - Vital Signs: A decade of data on participation and ambition in OGP commitments.

OGP Data Dashboard: Searchable platform for exploring global OGP commitments.

7.   Implementing an Action Plan and Commitments

Self-Assessment Template: A Template to report on the final results of reforms completed in the action plan, consultation during implementation, and lessons learned.

8.   Ensuring Accountability and Learning through the IRM

IRM overview page: Introduction to OGP's accountability arm and the main means of tracking progress in participating countries.

IRM Guidelines for Assessment of Minimum Requirements: Criteria used to assess compliance with OGP Participation and Co-Creation Standards.

IRM process pathway: Explains how the IRM delivers timely, targeted, and modular learning and accountability tools throughout the action plan cycle.

IRM Procedures Manual: Comprehensive methodology for IRM assessments.

IEP summaries from quality assurance sessions: Oversight process summaries from the IRM's expert panel.

IRM Co-Creation Brief: Provides early recommendations to strengthen inclusivity, effectiveness, and compliance in the co-creation process, based on prior IRM findings and global open government practices.

IRM Action Plan Review: Offers an independent and evidence-based analysis of the strengths and challenges of the action plan, including co-creation quality and promising commitments selected for further analysis.

IRM Results Report: Assesses overall implementation of commitments with a focus on policy-level results, compliance with OGP standards, and insights to support accountability and learning.

9. Raising Ambition through the Open Gov Challenge

Challenge website: Main hub for information and participation in the Open Gov Challenge.

Challenge Areas overview: Describes the ten policy areas of the Challenge.

Submission Form: Template for submitting Challenge commitments.

FAQ page: Background on Challenge themes and guidance for strong submissions.

10. Engagement of Other Levels and Branches of Government

OGP Local: Information about local government participation through the OGP Local program.

OGP Local Handbook: Comprehensive guide for local governments participating in OGP.

Progress through Partnership: National-Local Collaboration to Advance Open Government: Practical lessons on national-local collaboration for open government.

Parliamentary Engagement in OGP: Learning from the Evidence: Describes how parliaments participate in OGP processes and contribute to legislative openness and oversight reforms.

Memorandum on Parliamentary Engagement: Outlines the framework and rationale for involving parliaments in OGP processes and commitments.

Parliamentary Engagement in National OGP Processes: Menu of Options: Offers practical models and examples for how parliaments can engage in and support national OGP processes.

Open Parliament Plan: Glossary entry defining stand-alone legislative OGP plans.

Guidance for OGP Parliamentary Action Plans: Guidance for legislatures creating standalone OGP plans.

Participation of Judiciary Branch Institutions in OGP: Guidance for judiciary institutions participating in the OGP process.

Participation of National Autonomous Institutions in OGP: Instructions for autonomous institutions engaging with OGP (e.g. ombudsman, audit offices).