

**DRAFT QUESTIONNAIRE TO ASSESS IMPLEMENTATION
OF THE RECOMMENDATIONS OF THE MEETING OF THE PARTIES
ON ELECTRONIC INFORMATION TOOLS (DECISION II/3)**

At its third meeting (Geneva, 3–5 December 2014), the Aarhus Convention Task Force on Access to Information requested the secretariat, in consultation with the Chair, to update the questionnaire, as necessary, to organize a survey to monitor progress in the implementation of the Recommendations on the more effective use of electronic information tools to provide public access to environmental information adopted through decision II/3 (hereinafter – Recommendations) (ECE/MP.PP/2005/2/Add.4) by the Meeting of the Parties to the Aarhus Convention at its second session.

At its fourth meeting (Geneva, 8–10 December 2015), the Aarhus Convention Task Force on Access to Information will consider the revised questionnaire as presented below. The revisions are made in track changes to the questionnaire distributed in 2013 and include a template to collect good practices regarding electronic information tools (see Annex).

This Questionnaire will be distributed to Parties, Signatories and other UNECE Member States involved in the activities under the Aarhus Convention upon finalization of the questionnaire taking into account comments received by **10 January 2016**. Non-governmental organizations and stakeholders will be also kindly invited to provide their input to the survey by using this questionnaire.

Parties and stakeholders will be kindly invited to complete and return the revised questionnaire to the following email address: **aarhus.survey@unece.org** with the subject line “EIT survey from” for processing **before 1 May 2016**.

While providing answers to the questions with squares , please select the relevant square and click on the right button of the mouse to select in menu “properties” and then “checked” .

The links to the relevant websites provided in this questionnaire would be posted as resources in the Aarhus Clearinghouse upon its upgrade.

The preliminary outcomes of the survey will be discussed by the Aarhus Convention Task Force on Access to Information at its fifth meeting in 2016 and reported to the following meeting of the Working Group of the Parties to the Aarhus Convention to inform the future decision by the Meeting of the Parties on access to information. Please note that the answers to this questionnaire are very important for identifying priorities for the further work on access to information pillar for 2017-2020 and fostering capacity-building efforts to support the implementation of the referred above Recommendations.

CONTACT INFORMATION

Please provide name and contact data of the person who filled in the questionnaire:

First Name:

Last Name:

Position:

Name of the Organization:

Address:

Telephone:

Fax:

E-mail:

Website:

DRAFT

Environmental information accessible through Internet	Art.of the Convention (C), para. of the Recommendations (R)	Information fully available through the Internet	Information partly available through the Internet	Information not available through the Internet	Type of electronic information tools (see question 2). Links to the websites of national authorities or other websites (please provide as specific links as possible)	Legally required to be available on-line (yes / no)	Plans for improvement (yes / no)	Open access Registration on the website is required (yes / no) (fully / partially) (please indicate the Convention articles for grounds for restrictions)	Charges for access the information (yes / no)	Comments
		Please select one as appropriate								
4. Environmental impact assessment (EIA) documentation	Art. 5 (3) (d) C, para. 9 (c) (iv) R									
5. Strategic Environmental Assessment Documentation	Art. 5 (3) (d) C, para. 9 (c) (iv) R									
6. Public notice about all environmental decision-making procedure subject to article 6 (please indicate stages of the procedure)	Art. 5 (3) (d) and art. 6 C, para. 9 (c) (vi) R									
7. Public notice about strategic environmental assessment	Art. 5 (3) (d) и art. 7 C									
8. Conclusions of state environmental <i>expertiza</i> (for	Art. 5 (3) (d) C,	<input type="checkbox"/> by national authorities								

Environmental information accessible through Internet	Art.of the Convention (C), para. of the Recommendations (R)	Information fully available through the Internet	Information partly available through the Internet	Information not available through the Internet	Type of electronic information tools (see question 2). Links to the websites of national authorities or other websites (please provide as specific links as possible)	Legally required to be available on-line (yes / no)	Plans for improvement (yes / no)	Open access Registration on the website is required (yes / no) (fully / partially) (please indicate the Convention articles for grounds for restrictions)	Charges for access the information (yes / no)	Comments	
		Please select one as appropriate									
countries that use this tool) For activities under EIA <input type="checkbox"/> For other activities <input type="checkbox"/>	para. 9 (c) (vi) R	<input type="checkbox"/> by local authorities									
9. Reference to where environmental impact assessment, conclusions of state environmental <i>expertiza</i> and strategic environmental assessment documentation	Art. 5 (2) C, para. 9 (c) R										
10. Data on environmentally significant releases and transfers of pollutants, within the scope of the Protocol on Pollutant Release and Transfer Registers (PRTRs)	Art. 5 (3) (d) C, para. 9 (c) (v) R									Are these data provided using geo-spatial technologies?	

Environmental information accessible through Internet	Art.of the Convention (C), para. of the Recommendations (R)	Information fully available through the Internet	Information partly available through the Internet	Information not available through the Internet	Type of electronic information tools (see question 2). Links to the websites of national authorities or other websites (please provide as specific links as possible)	Legally required to be available on-line (yes / no)	Plans for improvement (yes / no)	Open access Registration on the website is required (yes / no) (fully / partially) (please indicate the Convention articles for grounds for restrictions)	Charges for access the information (yes / no)	Comments
		Please select one as appropriate								
11. Information on mechanisms related to access to justice within the meaning of the Convention	Art. 9 (5) C, para. 9 (c) (vii) R									
12. Decisions of courts, and whenever possible of other review bodies, held in electronic form	Art. 9 (4) C									
13. Applications for licenses or permits	Art. 5 (3) (vi) C, para. 9 (c) (vi) R	<input type="checkbox"/> by national authorities <input type="checkbox"/> by local authorities <input type="checkbox"/> Other	<input type="checkbox"/> by national authorities <input type="checkbox"/> by local authorities <input type="checkbox"/> Other							
14. Draft licenses or permits and their attached conditions	Art. 5 (3) (vi) C, para. 9 (c) (vi) R	<input type="checkbox"/> by national authorities <input type="checkbox"/> by local authorities <input type="checkbox"/> Other	<input type="checkbox"/> by national authorities <input type="checkbox"/> by local authorities <input type="checkbox"/> Other							

Environmental information accessible through Internet	Art.of the Convention (C), para. of the Recommendations (R)	Information fully available through the Internet	Information partly available through the Internet	Information not available through the Internet	Type of electronic information tools (see question 2). Links to the websites of national authorities or other websites (please provide as specific links as possible)	Legally required to be available on-line (yes / no)	Plans for improvement (yes / no)	Open access Registration on the website is required (yes / no) (fully / partially) (please indicate the Convention articles for grounds for restrictions)	Charges for access the information (yes / no)	Comments
		Please select one as appropriate								
15. Final licences licenses or permits and their attached conditions	Art. 5 (3) (vi) C, para. 9 (c) (vi) R	<input type="checkbox"/> by national authorities <input type="checkbox"/> by local authorities <input type="checkbox"/> Other	<input type="checkbox"/> by national authorities <input type="checkbox"/> by local authorities <input type="checkbox"/> Other							
16. Comments of third parties on draft permits and conditions	Art. 5 (3) (vi) C, para. 9 (c) (vi) R	<input type="checkbox"/> by national authorities <input type="checkbox"/> by local authorities <input type="checkbox"/> Other	<input type="checkbox"/> by national authorities <input type="checkbox"/> by local authorities <input type="checkbox"/> Other							
17. A reference to where documentation forming an integral part of any licensing or permitting process subject to the provisions of article 6	Art. 5 (2) C, para. 9 (c) (vi) R	<input type="checkbox"/> by national authorities <input type="checkbox"/> by local authorities <input type="checkbox"/> Other	<input type="checkbox"/> by national authorities <input type="checkbox"/> by local authorities <input type="checkbox"/> Other							
18. Environmental monitoring data held by or on behalf of public	Art. 5 (9) C, п. 9 (d)									Are these data provided using geo-spatial

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		Please select one as appropriate								
authorities	(i) R									technologies? Is real-time data available and for which type of environmental information
19. Product information that enables consumers to make informed environmental choices	Art. 5 (8) C, para. 9 (d) (ii) R									
20. Information on good practice and guidelines on better environmental management	Art. 5 (6) C, para. 9 (d) (iii) R									
20. Appropriate metadata or background information to make the methods, processes and standards of	Art. 5 (2) C, para. 9 (d) (iv) R									

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		Please select one as appropriate									
data collection transparent to future data users											
21. Meta-information (including catalogues of data sources and details of the scope of information held by public authorities and mechanisms for the provision of access to environmental information)	Art. 5 (2) C, para. 9 (d) (v) R										

2. What electronic tools are generally used or planned to be used in your country to disseminate environmental information:

(a) General Governmental portal Used Planned to be used

(b) Specialized ([one-stop access](#)) portal dedicated to environmental information
Used Planned to be used

(c) Website of the ~~national~~ environmental authorities

[National](#): Used Planned to be used

[Local](#) : Used Planned to be used

(d) Website of the ~~national-local environmental~~ authorities

Used Planned to be used

(e) [Website of other key providers \(e.g. for statistics, legislation, court decisions, etc.\)](#)

Used Planned to be used

[Names](#):

(f) Social media [of the environmental authorities](#) Used Plan to be used

[Twitter user name](#):

[YouTube user name](#):

[Google+ user name](#):

[WhatsApp user name](#) :

[LinkedIn user name](#) :

[Facebook user name](#) :

[Tumblr user name](#) :

[Instagram user name](#) :

[Other social media channel and user name](#) :

(g) Mobile applications [of the public authorities](#) Used Plan to be used

User name(s) and scope:

- (h) Widgets Used Plan to be used
- (i) SMS services (i.e. application-to-person sms) Used Plan to be used
- (j) E-mail alerts Used Plan to use
- (k) Electronic data accessible through bar-code or QR-code scanning
Used Planned to be used
- (l) Electronic data accessible through touch-tone dialing
Used Planned to be used
- (m) -SMS (short message service) Used Planned to be used
- (n) -Public electronic information kiosks
Used Planned to be used
- (o) -Telephone hotlines/fax Used Planned to be used
- (p) -TV teletext Used Planned to be used
- (q) -Other (to be specified) Used Planned to be used

3. In the event of any imminent threat to human health or the environment, whether caused by human activities or due to natural causes, what electronic tools will be used by a public authority in your country to disseminate information which could enable the public who may be affected to take the measures to prevent or mitigate harm arising from the threat (article 5, paragraph 1 (c), of the Convention)?

- (a) General Governmental portal Used Planned to be used
- (b) Specialized (one stop access) portal dedicated to environmental information
Used Planned to be used
- (c) Website of the ~~national~~ environmental authorities
National: Used Planned to be used
Local : Used Planned to be used
- (d) Website of the ~~environmental~~local authorities
Used Planned to be used
- (e) Social media Used Planned to be used

(f) Mobile applications Used Planned to be used

Name(s) :

(g) Widgets Used Plan to be used

(h) SMS services (i.e. application-to-person sms) Used
Planned to be used

(i) E-mail alerts Used Planned to be used

(j) Electronic data accessible through touch-tone dialing
Used Planned to be used

(k) Public electronic information kiosks
Used Planned to be used

(l) Telephone hotlines/fax Used Planned to be used

(m) TV teletext Used Planned to be used

(n) Other (to be specified) Used Planned to be used

9. Please supply, in the following table, (a) the main users of environmental information in your country, and (b) methods used by your ministry or agency to assess the identified users' information needs.

Main users of environmental information	Methods used to identify users' information needs
Government	
Schools	
Universities, scientific institutions and researchers	
General public, including: <ul style="list-style-type: none"> -children and youth -women -people with disabilities (hearing, sight) -older people 	

rural population		
low income groups		
Non-governmental organizations		
Aarhus centres and public information centres		
Private sector		
Others (please identify)		

4. If your ministry or agency has assessed user needs for environmental information, please briefly describe how successful this assessment has been and what methods were used.

11. ~~In your country, how is progress on improving electronic access to environmental information being communicated to the public?~~

5. What concrete steps have been taken to ensure that environmental information is available collected and disseminated electronically? Have remote sensing (e.g. high-resolution/high-frequency satellites, remote-operated aircraft, drones, and more) and location enabling applications (e.g. local observation by the public through mobile phones) been used to collect environmental information? Is there a legally enforceable right to public access to environmental information through the Internet? If possible, please include reference to relevant national policies, action plans or provisions of national law referring to this right. How interoperability of the various datasets is ensured? Please include reference to national Web portals or other sites of interest.

6. Please indicate specific data sets that are made publicly accessible through the Internet as a part of establishing the Shared Environmental Information System in the pan-European region. For more details, please consult document “First report on progress in establishing the Shared Environmental Information System in the pan-European region” (Document ECE/CEP/2015/10)¹.

13. ~~Is public access to environmental information through the Internet or other electronic means provided as a matter of practice? Is there a legally enforceable right to such access? If possible, please include reference to relevant national policies, action plans or provisions of national law referring to this right.~~

7. Has public access to environmental information become a part of your countrythe formulated and/or implemented national “e-Government” or “Open Government Data”

¹ Available from <http://www.unece.org/index.php?id=38470#/> (under item 5 (e))

~~strategies for the use of electronic tools to facilitate administrative processes and services, and to make public administration more transparent and efficient in providing available environmental information and dealing with requests for such information from the public?~~
Please ~~include relevant title(s), name(s), contact information of responsible officer(s)~~ describe institutional and legal framework and time frames for implementation relevant to access to environmental information and any progress made since 2013.

8. How is the interoperability of the various datasets ensured? Have the metadata conventions for describing open documents been adopted? Is the metadata compliant with the INSPIRE requirements or other requirements for dissemination of geospatial information? If possible, please include reference to relevant national policies, action plans or provisions of national law referring to this matter.

9. In your country, in which types of environmental decision-making process (in the sense of articles 6, 7 and 8 of the Convention) may public participation take place electronically? What are the main steps in the process? If possible, please give concrete examples.

10. Please indicate what tools are used or are planned to be used in your country to support e-participation in environmental decision-making:

(a) Public advisory e-committees/ People's e-assemblies/ Town-hall e-meetings / e-Briefings Used Planned to be used

[Link:](#)

(b) Internet discussion forums Used Plan to be used

[Link:](#)

(c) e-Collaborative Environment
Used Plan to be used

[Link:](#)

(d) Public e-consultations Used Plan to be used

[Link:](#)

(e) e-Interviews Used Planned to be used

[Link:](#)

(f) Web meetings, webinars Used Planned to be used

[Link :](#)

(g) E-campaigning Used Planned to be used

[Link :](#)

(h) CD-ROM Used Planned to be used

(i) Mobile applications Used Planned to be used

Name(s) :

11. Have comprehensive environment-related education programmes, including specific training programmes linking the use of information technology applications to the promotion of good environmental governance, been developed and implemented in your country?

a) Yes No

b) Is the training programme:

(i) Ongoing Periodic One-time

(ii) Financed through international assistance
 State-financed (national or local government)
 Financed by the private sector
 Financed by philanthropy or NGO
 Other (please describe):

c) Please provide ~~the date(s) of initiation and~~ target audience of environment-related training programmes (school education, professional education (training, workshops, seminars), life-long education, programmes for marginalised groups, community education):

12. Please describe any measures taken to promote the involvement of different stakeholders representing providers and users of information, including civil society, Aarhus Centres and private sector institutions, in the development and use of one-stop access portals and other electronic tools to provide environmental information to the public (e.g. through public-private partnerships)?

13. Please list international forums and platforms working, inter alia, to encourage/promote the development and more effective use of electronic information tools in which your ministry or agency participates.

14. What are the most important challenges and obstacles in your country to the use of electronic tools to implement the Recommendations contained in decision II/3 from the list below? (Please select all applicable challenges and obstacles)

INSTITUTIONAL

- Limited scope or extent of environmental data collected in your country
 Limited standardization of data sets
 Poor cooperation with other agencies collecting environmental data

- Limited interest in using ICT among:
 -Data providers
 -Data users (please indicate categories)
 Other priorities (please specify)
 Lack of time to explore/ implement

ECONOMIC

- Limited availability of equipment in the market place
 Lack of IT service providers
 Lack of technical support
 High cost of online access
 High cost of equipment
 Poor state of telecommunication networks
 Limited expert capacities/know-how

LEGAL

- Unclear legislation on public access to environmental information through internet

OTHER

15. Please indicate any emerging or systemic issues regarding public access to environmental information through the use of electronic information tools that are not covered by the Recommendations contained in decision II/3 but might require exchange of experience.

16.a) Does your country have an Aarhus Clearinghouse national node Web portal in accordance with paragraph 19 of the Recommendations? -If yes, please provide the Web link:

b) Does the national node have RSS feeds or other APIs technologies for news or other resources (including social media channels)?

c) Does your country have a designated Aarhus Clearinghouse national node administrator or contact point responsible for collecting, managing and updating the information contained in the national node? Yes No

(a) **Responsible for content management:**

Name:
 Title:
 Organization:
 Postal address:
 Telephone:
 Fax:
 E-mail:

(b) **Technical contact:**

Name:

Telephone:

E-mail:

d) Has a designated Aarhus Clearinghouse national node administrator or contact point responsible for collecting, managing and updating the information contained in the national node applied for a user's account in the Aarhus Clearinghouse? Yes No

No, but hereby we would like to request a user account to the Aarhus Clearinghouse

24. ~~What method of communicating resource entries to the Aarhus Clearinghouse does your organization or agency prefer to use? Does it submit information:~~

~~(a) By e-mail to aarhus.clearinghouse@unece.org~~

~~(b) By e-mail to staff of the Aarhus Convention secretariat~~

~~(c) By e-mail to the Clearinghouse national node administrator~~

~~(d) Using the Clearinghouse's online form accessible to registered content managers~~

~~(e) Other (please specify):~~

~~Please describe any measures undertaken in your country to promote the involvement of different stakeholders representing providers and users of information, including civil society, Aarhus Centres and private sector institutions (public-private partnerships), in functioning of the national node of the Clearinghouse.~~

ELECTRONIC INFORMATION TOOLS: CASE STUDY**I. Description**

- 1. Title
- 2. Brief description
- 3. Links to electronic information tools (if available online) or its description:
- 4. Type (governmental, non-governmental, municipal, other):
- 5. Scope (international, sub-regional, national, local):
- 6. Working language(s):
- 7. Target users:
- 8. Starting year:
- 9. Budget and funding source:
- 10. Contact: (name, functional title, institution, email, phone number)

II. Implementation

- 11. Policy, legal and institutional context
- 12. Partner organizations involved
- 13. Stakeholders involved, their expected benefits:
- 14. User needs and methods of their assessment
- 15. Technology choice

III. Evaluation

- 16. Results
- 17. Efficiency gains
- 18. Risks
- 19. Challenges encountered (please indicate resolved or not)
- 20. Lessons learned
- 21. Conditions for successful replication
- 22. Overall assessment of the tool