SUCHANA: Support to Championing National Capacity for Right to Information in Nepal

Partnership/Project Completion Report

17th July 2014 – 30th November, 2015

Submitted to

Governance Facility

Submitted by

National Information Commission,

SUCHANA Project,

Kathmandu, Nepal

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Abbreviations

AWAB	Annual Work Plan and Budget
CCRI	Citizen's Campaign for Right to Information
CDC	Curriculum Development Centre
CDO	Chief District Officer
CIC	Chief Information Commission
CSO	Civil Society Organisation
DAO	District Administration Office
DFID	Department for International Development
DPO	District Postal Office
DPS	Department of Postal Service
ESP	Enabling State Programme
GESI	Gender Equity and Social Inclusion
GF	Governance Facility
HDI	Human Development Index
HRBA	Human Rights Based Approach
HRD	Human Resource Development
IC	Information Commission
MECS	Monitoring, Evaluation & Communication Specialist
MoAD	Ministry of Agricultural Development
MoE	Ministry of Education
MoF	Ministry of Finance
MoFALD	Ministry of Federal Affairs and Local Development
MoGA	Ministry of General Administration
MoHP	Ministry of Health and Population
MoICT	Ministry of Information and Communications Technology

MoPIT	Ministry of Physical Infrastructure and Transport
MoUD	Ministry of Urban Development
NGO	Non-Governmental Organisation
NIC	National Information Commission
NITC	National Information Technology Center
NRs	Nepalese Rupees
O&M	Organisation and Management
OPMCM	Office of Prime Minister and Council of Minister
PDG	Proactive Disclosure Guidelines
PDMS	Proactive Disclosure Management System
PIO	Public Information Officer
PMIT	Project Management and Implementation Team
PSA	Public Service Announcement
RPD	Regional Postal Directorate
RTI	Right to Information

Executive Summary

Title of Partnership*/Project:	SUCHANA- Support to Championing National Capacity for Right to Information in Nepal
Component:	Voice and Accountability
Development partner(s):	Governance Facility (Embassy of Denmark, SDC and UKAid)
Location:	Parisdanda, Koteshwor
Starting Date:	17th July, 2014
Planned Date of Completion:	16th July, 2015
Actual Date of Completion:	30th November, 2015

**Refers to Strategic Partnership*

Funding Summary

	GF	**Other 1***	**Other 2***	**Total**
Approved budget	NRs. 3,24,91,575			NRs. 3,24,91,575
Disbursements	NRs. 1,36,49,087			NRs. 1,36,49,087
Un-disbursed	NRs. 1,88,42,488			NRs. 1,88,42,488

** This is applicable to the partnership/project that have been jointly funded by one or more organisations in addition to GF.*

Executive summary:

The project aims to make public bodies responsive, transparent and accountable towards citizens. For this the project has envisioned three different approaches: 1. *Strengthening Oversight Functioning of NIC*, 2. *Strengthening Demand Side* and 3. *Strengthening Supply Side*. These three approaches identifies the three main players in ensuring Right to Information of citizen. Since the project has addressed needs and interests of all the three major stakeholders of information cycle, the project interventions and strategies are highly relevant. The project is also relevant in terms of interests of the partnering organizations.

1. National Information Commission: The project is based on National Strategic Plan of Action on RTI 2013-2018 and four year project proposal with one year inception phase SUCHANA Project prepared by the Commission in consultation with RTI activists, experts, government officials and CSOs members. Hence, the project highly reflects upon the major strategies of the commission.
2. Governance Facility: 'Voice and Accountability' is one of the four major component of Governance Facility. This project is in line with this component since it promotes accountability of the governance system and promotes voices of the people in seeking transparency and openness of government mechanisms.

The project has aimed for strengthening NIC's oversight functioning. Accordingly, NIC equipped itself with 3 policies on Code of Conduct for the staff members of NIC; Communication and Outreach Strategy and Human Resource Development (HRD) Plan. Proactive Disclosure Guidelines (PDG) and Proactive Disclosure Management System (PDMS) have been prepared. NIC's Meeting Manual has been updated to be effective from 17th July, 2015. During the project period (till November 30th, 2015), NIC received 1355 appellate cases out of which preliminary orders were issued on 1077 cases. Similarly, within the same period a total of 687 requests through MIS were registered from 18 districts out of which information was provided to 321 requests. Follow up requests and orders were issued by NIC on three different occasions to respond remaining 366 requests received through MIS. A significant achievement has been accomplished with the approval of 'RTI Act Implementation and Monitoring Procedure 2015' to monitor RTI through Regional Postal Directorates (RPD) and District Postal Offices (DPOs). As a result, 5 RPDs and 28 DPOs were provided budgetary support and entrusted with the responsibility to monitor RTI implementation in the region and districts. After two ToT programs organised by NIC, 9 out of 19 government training institutes have incorporated RTI as a curriculum in their training programs. This has enabled the commission to reach out to all in-service and pre-service government officials with RTI.

Similarly, the project worked to strengthen supply side of the information chain. Collaborative workshops and interaction programs with Secretaries, Director Generals, PIOs and media persons were organised both at central and district levels with direct involvement of Chief Information Commissioners/Information Commissioners (CIC/ICs), NIC Secretaries and staffs to promote RTI. The Commission recorded appointment of 1576 PIOs throughout Nepal by the end of August 2015. Furthermore, by the end of November 30, 2015, additional 589 more PIOs

were appointed bringing the total number of PIOs appointed to 2165. During the project period, NIC conducted RTI trainings in 20 districts out of targeted 19 districts (including deviation) and MIS training to 112 district offices in 18 districts out of 19 districts (**Annex 13)**. A total of 2022 participants were orientated on RTI /MIS Training out of which 35.50% participants were from Adibasi Janajati, Madeshi, Dalit and Muslim background. Also, the training programme reached out to 212 women which accumulates to 10.50% of the total participants orientated on RTI **(Annex 7-Data Disaggregation)**. Similarly, 289 government officials of 7 district offices in 18 districts (*where target was 19 districts. 18 districts include 2 districts as deviation- Dailekh & Kathmandu. Refer logframe for details*) were trained on handling information requests received through MIS. Of the trained officials on MIS, 34.80% participants belonged to Adibasi Janajati, Madeshi, Dalit and Muslim background whereas 13.20% participants were women **(Annex 6- Data disaggregation)**. MIS which was developed and operationalised during ESP project was in the state of non-functional before the commencement of this project. With the implementation of this project, significant changes such as GESI; complain, appeal and order features have been incorporated to make MIS more user friendly. A new user friendly website has been prepared and launched. The website is regularly updated to provide latest information on the activities and progress carried out by NIC. This was missing prior to start of SUCHANA Project. NIC studied and identified 289 contradictory laws on RTI and are in the process for amendment of those laws for enabling an environment for effective enforcement of RTI in Nepal

The project worked to strengthen demand side of information chain. 7 types of IEC materials were developed, published and distributed at different interaction programs both at central and local level. During RTI orientation programme, 22.90% (461) were representatives of demand side of information chain mainly RTI activists, Nepal Bar Association, Journalists, NGO Federations and so forth. RTI school programmes carried out in 12 districts were GESI inclusive to greater extent. Out of 1854 school students, 859 were girl students which accounts to 46.40% whereas 47.50% students came from Adibasi Janajati, Dalit, Madeshi and Muslim background **(Annex 7-Data Disaggregation)**. After series of consultative meetings and consultations with Curriculum Development Centre (CDC), Gap Analysis and Curriculum framework for inclusion of RTI from class 6 to 10 has been approved. Curriculum text on RTI for grade 9 (Social Studies- Subject) has been approved by CDC to be effective from academic calendar 2016/2017. Also, *'Good Governance & RTI'* textbook as optional subject for class 8 and *Teachers' Guidebook on RTI* training from grade 6-10 have been prepared **(Annex 12-Data Disaggregation)**. This initiative has a snowball impact during the implementation of RTI in Nepal. Inclusion of RTI in school curricula leads to increased outreach of RTI to millions of students. Moreover, mass awareness among students will make them assertive citizens in the future and will be able to exercise their right to information. Public awareness raising programs like PSA, SMS, TV Scroll, TVC and documentary were prepared and broadcasted through national televisions.

The project has been able to achieve its intended outcomes and outputs as scheduled in calendar of operation. However, with Nepal's April and May earthquakes and the aftermath scenario, the project implementation suffered a setback. As a result, the scheduled project activities could not be completed as per schedule.

The project completed almost all of the planned activities except for some small packages of work like MIS training in two district and 3 school programs. This completion accounts for completion of most of the activities with expenditure of 82.80 % of the total budget to be mobilized by the commission.

One of the lesson learnt is engagement of CIC and ICs at local and national level events which was an encouragement for RTI stakeholders of both supply and demand side. This has motivated the RTI activists and community members in approaching public bodies and demand for information. This leaves the Commission with a learning that proactive role of the leadership themselves helps to create a momentum of RTI in the local and subsequently in national level. This lead to increasing sense of fearlessness among the PIOs for disclosure of information and promoting awareness among citizens to demand of information.

Although, Monitoring, Evaluation & Communication Specialist (MECS) was part of PMIT, timely and effective monitoring lacked due to lack of baseline data and inadequate time for survey and collection. Despite having separate Planning and Monitoring section in NIC, it was found during the project implementation that there was no such proper documentation. Thus, it posed a problem to report timely for collection and compilation of field data and report. PMIT worked closely with M&E Section of NIC and worked extended working hours to overcome this problem.

The project did not experienced any such situation where its decisions were not implemented.

1. Introduction

Right to Information (RTI) has been one of the key tool for holding government or public bodies responsible, accountable and transparent in order to promote participatory democracy and good governance. It is considered to be a foundation for democratic practices, as it is used as an indicator for measuring the extent to which democracy, freedom and openness is functional in the country. RTI is also used as a tool to combat corruption and minimize irregularities or misconducts in public bodies as it makes public bodies more accountable towards their citizens.

Implementation of RTI requires a coordinated and strategic response of the key actors- National Information Commission (NIC), public bodies and Civil Society Organizations (CSOs). To materialize this, NIC led the formulation of National Strategic Plan of Action (NSPA) on RTI (2013-2018) after a series of consultative processes with the state agencies, CSOs, media and other stakeholders in 2012 and which was effective from 2013. NSPA provides a roadmap for interventions for key stakeholders.

NSPA 2013-2018 identified three strategic priorities with key roles and responsibilities for the principal stakeholders and developed series of action for the next five years so as to improve the state of implementation of RTI in Nepal. The strategic goal of the plan is to '*make public bodies responsive, transparent and accountable towards citizens'.* The three strategic priorities are as follows:

1. **Strategic Priority 1:** Develop competency of NIC for effective RTI enforcement
2. **Strategic Priority 2:** Create enabling environment to implement RTI
3. **Strategic Priority 3:** Promote responsive and proactive RTI stakeholders

After the development of the NSPA 2013-2018, NIC implemented one-year ***'Improving the Implementation of RTI'*** project with support from DFID's Enabling State Programme (ESP) in 2013. The project was instrumental to make RTI an area of concern within government structures as well as among CSOs and RTI activists in the above strategic priorities and concentrate efforts in five core districts namely Morang, Parsa, Kaski, Banke and Dadeldhura.

Based on NIC's experience and in line with NSPA 2013-2018, a four year proposal (2014-2018) was submitted to Governance Facility for assistance. An agreement was reached between NIC and GF to implement **SUCHANA**: '**Support to Championing National Capacity for Right to Information in Nepal'** project for one year as inception phase (17th July, 2014- 16th July, 2015). The main goal of this project is to make public bodies more responsive, transparent and accountable towards citizens' demand for information. The intended outcome is selected ministries and their local agencies positively respond to citizens' demand for information and practice proactive disclosure. The three outputs of this project are summarized below:

Output 1:
Strengthening Oversight of NIC: NIC is competent for promotion and protection of RTI
Output 2:
Strengthening Supply Side: Selected ministries and their local bodies capable of managing information requests by citizens
Output 3:

Strengthening Demand Side: RTI Promoters strengthen the demand side and facilitate their interactions with supply side.

The project was successful in completing most of the activities as per revised Annual WorkPlan and Budget (AWAB). However, due to April and May's earthquake; the need to revise NSPA 2013-2018; and to review SUCHANA Project and the need to formulate a new project document, this project was extended till 15th September, 2015. The project was further extended on the basis of No Cost Extension till 30th November, 2015.

Periodic meetings, regular interactions and discussions with Chief Information Commissioner, Information Commissioners, Secretary of NIC and other NIC officials has been instrumental in guiding project activities throughout the project period. Despite lessons learnt from previous trimesters and continued efforts from both NIC and project staffs, there have been acknowledgements that some scheduled project activities for last trimester could not be completed on time. Moreover, implementation of project activities as per scheduled in operational calendar could not be achieved due to Nepal's earthquake. This report will be utilized in seeking further assistance and cooperation from all concerned stakeholders within NIC and project to eliminate the possibilities of reoccurrence of any delays in next project phase. This report will also be utilized to inform CIC, ICs and Steering Committee (representatives from MoF, MoICT, NGO Federation and GF) chaired by Secretary of NIC on project progress, achievements and challenges faced to ensure their commitment for timely completion of activities in next project phase.

This report is prepared on the basis of project activities conducted throughout the project duration. Information and data were collected from NIC's different sections; field visits; trainings and interactions with key RTI stakeholders undertaken during this period. Besides, CIC, ICs and Secretary of NIC were consulted and briefed during the preparation of this report. The project activities during project implementation were based on the approved plan of action mentioned in AWAB of SUCHANA Project submitted to Governance Facility (Project Partner).

Mr. Shree Ram Pant (SUCHANA Project- SAPI), Mr. Bishnu Timilsina (Monitoring, Evaluation & Communication Specialist) and Mr. Prem Bahadur Rana (Programme Officer) of SUCHANA Project jointly prepared this report. Updates and feedbacks were sought from respective team members. Ms. Srijana Ghimire (Information Technology Specialist) and Mr. Suvash Dahal (Finance & Administration Officer) were consulted for updates on IT and financial aspects of the project activities that they were directly responsible for implementing during this period. During the preparation and finalization of this report, discussions, guidance and consultations were held with CIC, ICs, Secretary, Mr. Goulochan Saiju (Under Secretary NIC & Former Project Manager- SUCHANA Project), Mr. Bednidhi Adhikari (Under Secretary & Project Manager), Mr. Raju Satyal (Section Officer- NIC) and Ms. Sharmila Thapaliya (Accounts Officer- NIC) who have been associated with this project from its inception phase. Moreover, this report is also shared with CIC, ICs and Secretaries as well.

2. Status of Achievement of Outcomes and Outputs

2.1 Achievements

Assess the extent to which the partnership has achieved its outcomes (also called immediate objectives) and outputs.

Results-chain	Indicators	Target	Achievements	Availability of Means of Verification
Outcomes (Immediate Objectives)				
Outcome 1 *Selected ministries and their local agencies positively respond to citizens' demands for information and practice proactive disclosures*	**Outcome Indicator 1:** % applicants receive timely information from key ministries & their local bodies		MIS applications- 46.80% receive timely information Manual Applications- 79.50% preliminary orders issued by NIC	MIS Data base Records in Appellate Section
	Outcome Indicator 2: % targeted public bodies practice proactive disclosure		100% ministries practiced proactive disclosure (Includes selected 7 ministries) 59.30 % of Departments practiced proactive disclosure (on one occasion)	Reports submitted by ministries, departments, commissions, District Post Offices
Outputs				
Output 1 NIC is competent for promotion and	**Output Indicator 1.1:** Extent to which		3 policies (Code of	Reports submitted by respective

protection of RTI *(Strengthening Oversight)*	NIC has effective institutional policies, systems and resources		Conduct for NIC staffs; Communication & Outreach Strategy & HRD Plan)	consultant/firms
	Output Indicator 1.2: % registered requests or application handled by NIC		Total cases registered (manual) – 1355 Number of cases handled (manual)- 1077 Preliminary order and follow up issued to 79.50% of the total manual applications Total requests through MIS- 45 Number of requests responded through MIS- 38 84.50% registered requests handled by NIC received through MIS (*Follow up on MIS cases in 3 occasions to respond applications)*	Records in Appellate Section MIS database record
	Output Indicator 1.3: Orders and recommendations issued and followed up by NIC to public bodies		Orders issued to - 27 ministries, -21 Commissions & Secretariats; Departments and districts offices under them	NIC Appellate Section

			-19 training institutes of the government of Nepal	
Output 2 Selected ministries and their local bodies capable of managing information requests by citizens *(Strengthening Supply Side)*	**<u>Output Indicator 2.1:</u>** Agencies with disaggregated data in place on RTI request and their status		NIC with disaggregated data on RTI Request: 777 cases (till July end 2015)- (**Annex 10- Data Disaggregation)** NIC with disaggregated data on RTI Request through MIS: 687 cases (till November end 2015) **(Annex 9)** (Data on District Offices under selected ministries- **Annex 11**)	NIC Appellate Section database records MIS database record
	<u>Output Indicator 2.2:</u> Public bodies appointing and institutionalizing PIOs at central and local levels		2165 PIOs appointed at central and local level	Appointment letters sent to NIC by respective government agencies as well as reports from concerned RPDs and DPOs NIC website
	<u>Output Indicator 2.3:</u> % trained PIOs with high level of performance in handling information request		72.20% are trained on handling manual information request (1561 officials) (289 MIS trained)	Field data
Output 3 RTI Promoters strengthen the demand side and	**<u>Output Indicator 3.1:</u>** Demands by citizens in targeted		MIS-687 cases 321 of the request responded	MIS database records

facilitate their interactions with supply side. (*Strengthening Demand Side)*	district		Manual Application- 1355, 1077 of which responded	NIC Appellate Section
	Output Indicator 3.2: Extent to which RTI Support Centers provide support to demand and supply side actors		**(*Not budgeted)***	

**AWAB based on Strategic and Operational Plan (in case of Strategic Partnerships)*

Please describe some of the major achievements against intended outcomes and outputs. You are welcome to substantiate information through case stories, good practices, most significant changes, innovation documentation (please refer to the prescribed formats in annexes), reflections from stakeholders, photographs, diagrams, quotations, interviews and so on as necessary. Such documents can be inserted in the main text as appropriate or included as annexes.

Please refer annex 2-5.

Describe how the outcomes have contributed to the long-term changes/results (i.e. impact) that the partnership/project aimed to contribute to. Also explain what factors contributed/hindered the contribution to the impact.

Public bodies have been more open and transparent as demonstrated by their response to the information demand by the citizen and practise of proactive disclosures which is one of the foremost objective of the commission's work and impact of the project. In this regard, this year has made significant contribution in putting value to the impact of the project.

Under output 1 "Strengthening Oversight Functioning of National Information Commission", National Information Commission developed itself as a competent institution for regulating Right to Information of Citizens in Nepal. The project aimed to achieve institutional good governance within NIC through formulation of relevant policies and guidelines. Hence, during the first year of project implementation, NIC equipped itself with 3 policies on Code of Conduct for the staff members of NIC, Communication and Outreach Strategy and Human Resource Development Plan. Based on HRD Plan, NIC conducted Organisation & Management (O&M) Survey to assess the human resource requirement of NIC. The survey identified the need for provision of additional 17 officials to be deputed at NIC for effective implementation of RTI. Thus, NIC submitted O&M Plan proposal which has been approved by MoF and has been forwarded to MoGA for further approval. The outcome (appointment of additional officials) will contribute to capacitate NIC as an efficient and effective institution for protection, promotion and practice of RTI.

MIS, an online information demand mechanism developed and promoted by the commission in partnership with GF, was in the state of non- functional prior to SUCHANA Project. With the completion of inception phase of the project, public bodies belonging to seven ministries namely Ministry of Information and Communications Technology, Ministry of Agricultural Development,

Ministry of Health and Population, Ministry of Education, Ministry of Physical Infrastructure and Transport, Ministry of Urban Development, Ministry of Federal Affairs and Local Development and their local agencies from 18 districts **(Annex 6 and Annex 13)** responded to 46.80% of the information request made via MIS. A total of 112 district offices of 7 ministries have been trained on handling requests received through MIS. Moreover, with the launch of new user friendly website and updated MIS, now both the stakeholders of demand and supply side have easy access to information demand as well as have access to various documents on RTI.

During the project period, National Information Commission handled 1355 complain and appeal cases. The commission tracked 687 requests for information lodged through MIS in 7 ministries and line agencies including NIC itself, 46.80 % (321 requests) of which were responded. This surge in number of handled cases clearly indicate improved oversight functioning of the commission. Appointment of the CIC, ICs and increased outreach, improvement in the field level intervention and capacity development through trainings of the NIC staffs, and formulation of policy and instruments are some of the reason behind this enhanced oversight functioning.

Under output 2 "Strengthening Supply Side" the commission promoted public bodies to appoint Public Information Officers (PIO). 2165 PIOs have been appointed at central and district level. The practise of appointing PIOs in government agencies demonstrates an encouraging trend. For instance, by the end of August 2015, 1576 PIOs were appointed whereas by the end of November 2015, additional 589 PIOs were appointed. This outcome is largely contributed by RTI MIS orientations conducted in 20 districts by the project. Through RTI MIS orientations in 20 districts, the Commission trained 1562 government officials, 289 PIOs, Office Heads and computer operators from 7 district offices in 18 districts are trained on handling online information request from MIS developed and promoted by the Commission. Out of 289 government officials from seven ministries' district offices were trained on MIS, 34.80 % (98) officials were from Madhesi, Adibasi Janajati, Dalit and Muslim background whereas only 13.20 %(37) officials were women **(Annex 6- Data Disaggregation)**. As a result of this training, the ratio of response to the information request is increasing. Although there is no annual comparative data on request and response to information lodged via MIS, MIS data base shows the increasing information seeking trend through online. Out of 687 information request received through MIS, 321 requests were responded **(Annex 11- Data Disaggregation).**

Under output 3 "Strengthening Demand Side" the Commission launched various awareness raising programs in all forms of media. 7 types of IEC materials on RTI were developed and disseminated at central and district levels (during field visits). Right to Know Day was marked on 28th September, 2014 by organising a program to discuss on importance of promoting RTI in the socio economic and political context of Nepal and ways for strengthening RTI implementation. Radio is regarded as very powerful form of media. A recent survey by ACORAB, radio listenership has coverage of 85% of entire population of Nepal. Due to poor economic status and lack of infrastructures, radios are seen as the best means of communication to disseminate information. Realising the significance of radios to reach out to wider population, PSA was broadcasted through local FM stations in 32 districts (as identified in RTI Act Implementation and Monitoring Procedure 2015) to inform and aware people on RTI at district level. 26 minutes documentary was prepared highlighting the significance of RTI with some success stories and broadcasted in Nepal Television and Kantipur Television to convey the message of RTI to nationwide viewers. An appeal to all public bodies through public notices in *Gorkhapatra* and *Kantipur* national dailies for appointment of PIOs and Pro-Active Disclosure and record of information provided and denied have been published.

Commissioners' interventions are reflected in good practices through awareness raising, appointment of PIOs and Proactive Disclosure trend in public agencies. Curriculum Development and Inclusion of RTI in school curriculum demonstrates significant changes **(Annex 3).**

The purpose of seeking information was only limited for study and individual purposes. However, the recent interpretation of RTI Act by the Commission was expanded the scope of law to inclusion of publication and broadcasting purposes **(Annex 2)** which is expected to culminate large number of demands in coming days.

Revival and operationalization of innovative approach- MIS during the project period, contributed to a large number of demands for information at reduced cost, time and effort for pursuing information (visit mis.nic.gov.np).

Similarly, interaction with Chiefs and Trainers of Training institutes/centres and organising of 2 ToT programs contributed to inclusion of RTI in the curriculum of 9 out of 19 government training institutes.

Among 7 crosscutting issues of Governance Facility, SUCHANA Project adhered to Gender Equity and Social Inclusion (GESI); Human Rights Based Approach (HRBA); Evidence Base and Feedback Loops; Institutional Good Governance; Conflict of Interest; Do no Harm Policy, Anti-Corruption and Linking Supply and Demand issues in designing, implementing, monitoring and evaluating the project. During central and field level project activities, there has been significant participation of people belonging to Madhesi, Adibasi Janajati, Dalit and Muslim background. **(GESI disaggregated data results have been further discussed in preceding paragraphs of this section as well as have been annexed).**

2.2 Status of Activities Accomplishment

List any activities that have not been implemented and provide the reasons for such:

Planned key Activities	**Status (Mention Accomplished, Postponed, Cancelled as applicable)**	**Reasons for cancellation or postponement**	**Implications**
<u>Activities for Output 1:</u> ***Strengthening Oversight***			
1.1. Review, update and & develop NIC operational policies and system			
1.1.1. Update human resources development plan, communication and outreach strategy and Code of conduct	3 policies (Human Resource Development Plan; Communication & Outreach Strategy and Code of Conduct)- **Accomplished**		Code of Conduct for NIC staffs approved by NIC and effective from 17th July, 2015. Based on HRD Plan, O&M Survey was carried out. The survey highlighted the need of appointment of additional 17 officials at NIC for effective

			implementation of RTI. NIC's proposal on O&M Plan has been approved by MoF and proposal been forwarded to MoGA for approval.
1.1.2 Review, update and development of National Strategic Plan of Action on RTI	NSPA (2015-2020) - **Accomplished**		NSPA 2013-2018 reviewed by independent consultant. NSPA 2015-2020 formulated. Based on NSPA 2015-2020, three year project document has been prepared and proposed.
1.2.Improve RTI enforcement procedures			
1.2.1 Update NIC Website	**Accomplished**		Public has access to new user friendly and updated website.
1.2.2. Development and application of guidelines and formats	1 Guideline (Proactive Disclosure Guidelines) - **Accomplished**		The guideline provided a common format to practise proactive disclosures. The guideline will be operationalised in next project phase.
1.3 Development of RTI experts within and outside NIC			
1.3.1.Strengthening expertise within NIC	***Next project phase***		
1.3.2.Training of trainers for NASC and select institutions	2 events (ToT with NASC and ToT with Judicial Service Training Center)- **Accomplished**		20 officials from 19 different government training centers trained on RTI 22 officials from 17 different ministries, departments and commissions trained on RTI RTI has been included in trainings organized by 9 training institutes
1.4Learning-sharing by NIC commissioners and senior staff			
1.4.1 Learning & Sharing with PIOs from	1 event- **Accomplished**		51 Officials (PIOs) from 27 Ministries and

27 Ministries and Commissions			Commissions participated. Challenges and problems faced by PIOs in public bodies shared and discussed to determine future course of action to promote RTI.
1.4.2 Invite expert from abroad and conduct training	1 event - **Cancelled**	Post-earthquake situation and ambiguity of political situation due to promulgation of New Constitution.	Scheduled activity could not be completed in time
1.4.3Exposure visits for learning & sharing	1 event (Canada Visit by CIC, IC, Secretary and Under Secretary- 28th June- 4th July, 2015)- **Accomplished** 1 event (India Visit)- ***Cancelled***	Due to unavailability and other prior commitments of NIC and Indian Central Information Commission	Learning and understanding of RTI implementation and practices from Canada that has relatively longer history on RTI.
1.5.Monitoring implementation of RTI Act			
1.5.1 District Level RTI monitoring	**Accomplished**		***'RTI Act Implementation and Monitoring Procedure 2015***' approved and implemented. 28 District Post Offices responded on status of PIOs appointments and Proactive Disclosure of their respective districts
1.5.2 Interaction Program (1	1event (27thFebrurary,2015)- **Accomplished**		54 officials (Director Generals/Department

Bureaucratic Level)			Heads) from different departments of Government of Nepal participated.
1.6.Consultations for NIC status upgrade			
1.6.1 NIC Status Upgrade	1 event (9th November, 2014)- **Accomplished**		46 participants (media person, journalists, representatives from CSOs, NGOs) attended ***'RTI Act of Nepal 2007, its implementation status and areas for improvement';*** Discussion over the agenda of: - NIC to make constitutional body or not - Recommendation committee and appointment procedure of Commissioners - Harmonization of contradictory laws of Government of Nepal. - Amendment of RTI Act of Nepal.
1.6.2 Capacity building training for NIC staff (3days training)	1 day (Facilitation by resource person from Office of Attorney General on RTI Legal Framework)- **Accomplished** 1 day ('Change Management' 14th March, 2015-facilitation of Dr. Ravi Pradhan)- **Accomplished** 1 day ('Legal Procedures from Appeal to Implementation of Decision. Facilitation by Executive Director of National Judicial Academy- Mr. Kesari Raj Pandit, 13th September, 2015)- **Accomplished**		NIC staffs are trained and equipped with knowledge on legal framework, issues and challenges faced during implementation of RTI
1.6.3 Update 3 Manuals and develop 1 new manual	1 manual (Meeting Manual)- **Accomplished**		Meeting manual for NIC is effective from 17th July, 2015

	1 Manual (Application & Compliance)- **Accomplished** 1 Manual (Appeal)- **Accomplished** 1 New Manual (Administration)- **Cancelled**		'Application & Compliance' and 'Appeal' manuals updated by committee chaired by Information Commissioner Ms. Yashoda Timsina. Suggestions and recommendations to formulate new manuals provided to NIC which is currently under review at NIC.
1.7Internship Program at NIC	3 interns (Internship tenure completed on 8th July, 2015)- **Accomplished**		Interns assisted in daily administrative functioning of NIC on rotational basis with different departments. Reflection and baseline reports on 27 ministries and 54 departments /commissions submitted to NIC.
1.8 Establishment of NIC Regional Contact Offices	5 Regional Contact Offices (5 Regional Postal Directorate and Kendriya Dhanadesh/ Office)- **Accomplished**		Five Regional Postal Directorate designated as contact office with Regional Directors as focal person for RTI monitoring of NIC. RPDs and DPOs periodically send list of appointment of PIOs and proactive disclosure practises in their respective districts to NIC. ***'RTI Act Implementation and Monitoring Procedure 2015***' approved by MoICT and implemented by NIC
1.9Capacity development of regional contact offices	***Next project phase***		

<u>Activities for Output 2:</u> ***Strengthening Supply Side***			
2**.1Maintaining MIS system to manage information requests**			
2.1.1 Assessment of the pilot MIS functions	5 core districts (Parsa, Morang, Kaski, Banke, Dadeldhura)- **Accomplished**		MIS Refresher training conducted in 7 district offices of core districts where 77 officials trained. 29 (37.77%) officials belonged to Madhesi, Dalit, Adibasi Janajati and Muslim background. 13 officials were women (16.90%) **(Annex 6- Data Disaggregation)** 31 District offices of 7 ministries trained on handling requests through MIS **(Annex 13- District Offices & MIS Participants)**
2.1.2 Install MIS in 14 districts (12 new districts and two regional contact offices)	***Merged with Activity 2.1.3 as not budgeted***		
2.1.3Provide MIS technical assistance in 14 districts (12 new districts and two regional contact offices)	11 districts (Kailali, Kanchanpur, Palpa, Dang, Baglung, Syanja, Nuwakot, Rautahat, Dhanusha and Regional Contact Offices- Doti, Surkhet)- **Accomplished**		MIS training provided to 7 district offices in 13 districts where 186 officials trained. 68 (36.60%) officials belonged to Madhesi, Dalit, Adibasi Janajati and Muslim Background.

			21 officials were women (11.30%) **(Annex 6- Data Disaggregation)** 71 District Offices of 7 ministries trained on handling requests received through MIS **(Annex 13- District Offices & MIS Participants)** Applicants are able to lodge RTI applications online.
	(2 districts- Kathmandu and Dailekh- deviation)		18 officials trained in handling MIS (**Annex 6)** 10 District Offices of 7 ministries trained in handling requests received through MIS **(Annex 13)**
	3 districts (Jumla, Taplejung, Saptari)- **Postponed**	Due to 25th April earthquake, as per directives issued by GoN all administrative works were postponed except rescue and relief operations.	MIS training in 3 districts could not be completed as per schedule due to limited available time.
2.1.4 Maintain Central Server	***Existing server sufficient & operational. New server to be procured in next project phase***		
2.2 RTI MIS training for government officials			
2.2.1 Training for officers (PIOs, Office Heads, CSOs) in five core districts	5 districts (Parsa, Morang, Kaski, Banke, Dadeldhura)- **Accomplished**		683 government officials, representatives of CSOs, media and

			journalists orientated on RTI. 489 (71.60 %) government officials. 254 (37.20%) participants belonged to Madhesi, Dalit, Adibasi Janajati and Muslim background and 74 (10.90%) were women. **(Annex 7- Data Disaggregation)**
2.2.2Training for officers (PIOs, Office Heads, CSOs) in 2 new districts (Regional Contact Offices)	2 districts (Doti & Surkhet)- **Accomplished**		308 government officials, representatives of CSOs, media and journalists orientated on RTI. 258 (83.80%) government officials. 99 (32.20%) participants belonged to Madhesi, Dalit, Adibasi Janajati and Muslim background and 40 (13.00%) were women. **(Annex 7- Data Disaggregation)**
2.3Encourage appointment of PIOs in public bodies	2 events (Notice Published in national newspaper) – **Accomplished**		Incremental appointment of PIOs in public bodies and private bodies (banks, cooperatives, NGOs) 2165 PIOs appointed
2.4Training for officers (PIOs, Office heads, CSOs) in 12 new districts	10 districts (Kailali, Kanchapur, Baglung, Syanja, Nuwakot, Saptari, Taplejung, Dang, Dhanusha, Palpa)- **Accomplished**		860 government officials, representatives of CSOs, media and journalists orientated on RTI. 677 (78.80%) government officials. 301 (35.00%) participants belonged to Madhesi, Dalit, Adibasi Janajati and Muslim

			background and 87 (10.20%) were women. **(Annex 7- Data Disaggregation)**
	(*3 districts- Panchthar, Udaypur, Sankhuwasabha- Deviation)*	Training conducted in these districts before appointment of PMIT and approval of 'RTI Act Implementation and Monitoring Procedure 2015'	171 government officials and representatives of demand side of information chain orientated on RTI. 137 government officials (80.20%). 59 (34.50%) participants belonged to Madhesi, Dalit, Adibasi Janajati and Muslim background. **(Annex 7- Data Disaggregation)**
	2 districts (Jumla, Rautahat)- **Postponed**	Due to 25th April earthquake, as per directives issued by GoN all administrative works were postponed except rescue and relief operations.	RTI training in 2 districts could not be completed as per schedule due to limited available time.
2.5Orientation for government agencies	***Next Project Phase***		
2.6Training for school resource persons	***Next Project Phase***		
2.7Follow-up on legal revisions and curriculum development	2 issues (Identification of RTI Contradictory laws & Inclusion of RTI in Curriculum)- **Accomplished**		289 Conflicting laws are identified by Committee chaired by Information Commissioner Mr.

			Kiran Kumar Pokhrel and proposed for amendment Gap Analysis and Curriculum framework for inclusion of RTI from class 6 to 10 approved. Curriculum text on RTI for grade 9 (Social Studies- Subject) approved by Curriculum Development Board and expected to be implemented from academic session 2016/2017. 'Good Governance & RTI' textbook as optional subject for class 8 prepared. Teachers Guidebook on RTI from grade 6-10 prepared. **(Annex 12- Data Disaggregation)**
2.8 Mobile Bench	***Postponed***	Not done due to space and time factor	
2.9Record digitalization pilot initiative	Development of Software- **Accomplished**		Software developed with National Information Technology Center (NITC). NIC will be first public agency to institutionalise it.
<u>Activities for Output 3:</u> ***Strengthening Demand Side***			
3.1Public awareness			

3.1.1Development and dissemination of IEC materials (multiple languages)	7 types IEC materials (RTI Acts, Rules, Procedures & Guidelines; RTI Flex print; Hoarding board; MIS Flyer, RTI brochure- English & Nepali, RTI Factsheet & Pictorial Guidebook)- **Accomplished**		IEC materials distributed at central level and district levels. RTI Brochure in Maithali, Abadhi and Bhojpuri languages have been prepared and distributed to reach out the message of RTI to people of Madhesi/Abadhi background.
3.1.2 Marking Right to Know and National Information days	1 event- **Accomplished**		Right to Know Day marked on 28th September, 2014. The program discussed on importance of promoting RTI in the socio economic and political context of Nepal and ways for strengthening RTI implementation.
3.1.3 Targeted PSAs (3 Months- Kathmandu Valley) (1 Month 32 districts)	2 Months (Kathmandu Valley)- **Accomplished** 1 Month (Kathmandu Valley)- **Cancelled** 1 Month (32 districts)- **Accomplished**	Time limitation	RTI message disseminated in KTM and 32 districts 1 month PSA (KTM Valley) through Radio Kantipur, Radio Audio, Citizen FM & Radio Sagarmatha. 1 month PSA (KTM Valley) through Radio Nepal. 1 month PSA (32 districts) through Ujjwalo Network and Kalash Advertising.
3.1.4 TV scroll message	1 month- **Accomplished**		RTI TV Scroll message broadcasted in Avenues TV. RTI message reached out to large number of viewers.

	1 month- **Cancelled**	Though quotations sought from listed vendors, work had to be halted due to April/ May Earthquake.	
3.15. SMS note	3 Occasions- **Accomplished**		SMS on RTI circulated among 400,000 NTC mobile users
3.2School Program	12 School Program- **Accomplished** 3 School Program- **Cancelled**	 Due to earthquake aftermath scenario	1854 school students in 12 districts orientated on RTI 859 (46.40%) were girl students. 879 (47.50%) students belonged to Madhesi, Dalit, Adibasi Janajati and Muslim background. **(Annex 8- Data Disaggregation)**
3.3 Workshops on collaborative actions	3 events (National Level Reflection, Learning and Actions)- **Accomplished**		1 event- Organized at January 26 to learn RTI practices, challenges, opportunities and best practices at national and international level. 1 Event- Organized at 23 February 2015. 50 participants including executive members of Federation of Nepalese Journalists. The program highlighted the need for more training for Journalists and CSO members to promote demand for information. - Need for establishment of RTI

			related bit into the media. - Promotion of investigative journalism related to RTI issues. 1 event- Organized on April 16, Chairperson of Constituent Assembly and Legislature Parliament, Chairperson of Development Committee of Parliament, Secretary General of Parliament, Secretaries of ministries, Director Generals of Department of Government of Nepal and media persons participated the program. Highlighted the need for more commitment from top level bureaucracy to enforce RTI. Directed to all Secretaries, Department Heads to practice proactive disclosures.
3.4 Supervising RTI Support Centres	***(Not Budgeted Activity)***		Regional Postal Directorates designated as Regional Contact Office for RTI monitoring and reporting.
3.5 Information products			
3.5.1 Production of IEC materials (documentary, storybook, TVC, Song)	IEC Materials (Documentary, TVC and Song: Produced and broadcasted & RTI Success Stories Printed and distributed)- **Accomplished**		26 minutes documentary produced and broadcasted one time each in Kantipur TV, Avenues TV and

			Nepal Television during prime time to reach out to wider viewership. 1 song and 2 TVC produced. TVC broadcasted three times each in Nepal TV and Kantipur TV 20 RTI Success Stories Journal printed and distributed.
3.5.2 RTI Article Collection, Editing and Publication	32 Articles (Collected, Edited & Published)- **Accomplished**		35 articles on RTI selected under the Committee chaired by Information Commissioner Ms. Yashoda Timsina. Articles were sought from RTI activists, NIC staffs & people engaged in the field of RTI to share their learnings, opinions and experiences on RTI which would be used to disseminate message on RTI. Subsequently, 'A Journal of RTI' was unveiled on Right to Know Day.
3.5.3Publication of NIC Annual Reports (English)-Synopsis	1 Report (Translation of NIC's 5 year Annual Report into English, Edited and Published)- **Accomplished**		NIC's Annual Report (English) Synopsis unveiled on National Information Day on 20th August, 2015 by Chief Information Commissioner Mr. Krishna Hari Baskota
B. Cross-Cutting Activities			

1.Baseline study, finalise logframe and Exit Plan	Baseline study- **Accomplished** Finalization of log frame- **Accomplished** Exit Plan- **Accomplished**		Timely evaluation in line with log frame achieved Exit Plan shared with GF for future course of actions.
2. Project orientation	1 event – **Accomplished**		'SUCHANA Project' was oriented with NIC staffs, CSOs and RTI stakeholders, media persons, former Chief Information Commissioner, Information Commissioners and professionals.
3.Project monitoring			
3.1 Monitoring and field visits	Monitoring and field visits by CIC/ICs (8 districts- Sindhupalchowk, Kavre, Nuwakot, Dang, Doti, Banke, Syanja, Baglung)- **Accomplished**		
3.2 Monthly review	**Accomplished**		CIC/ICs and Secretary/ Joint Secretary briefed on project progress and scheduled activities.
3.3 Quarterly review	Two review- **Accomplished**		CIC/ICs, Secretary, Joint Secretary, Steering Committee and GF discussed achievement and challenges of project
3.4 Annual review	**Accomplished**		NSPA 2013-2018 was revised and consequently NSPA 2015-2020 was proposed and approved. External Evaluator

			reviewed SUCHANA Project and the findings were shared with CIC,ICs, Secretary and other NIC officials for future course of action. New three year project document prepared by consultant and proposed.

Discuss which implications the cancellation/postponement of activities have had on the overall achievements of the Partnership/Project outcomes and outputs. Further, highlight how all of the proposed activities would be accomplished.

Please refer 2.6 section of this report

2.3 Assessment of Annual Work Plans

There was reasonable adherence with the project documents. The project plan was prepared based on NSPA 2013-2018. Although the project directly made consultation with the stakeholders, it adequately reflects the voice of all range of RTI stakeholders and the publics. The project follows the result oriented management practises. As a result all of the project inputs were measured on how they have been able to yield the output and outcome. Technical assistance and input from the partner organizations (GF and other government line agencies) were sought wherever necessary. This also aided value in maintaining common understanding among partners. Furthermore, the project was built in align with one of the four major priorities of Governance Facility i.e., 'Voice and Accountability', this again is one of the major working areas of National Information Commission. In this sense, project planning significantly helped streamline both the Governance Facility and the National Information Commission into the same agenda of action and contributed significantly into one another's agenda for action.

After the appointment of the Commissioners, there was a realisation to reflect and incorporate their voice in the project. During the project duration, the NSPA 2013-2018 was reviewed and subsequently revised NSPA 2015-2020 was prepared and is in the process of approval. There has been some change in the project calendar due to various socio-political situation of the countries. Additionally there had been some administrative delays that subsequently affected project implementation. Project calendar revision was made upon mutual understanding of both the Commission and GF to adapt to the adversaries. After the April and subsequent May Earthquake, Government of Nepal (GoN) mobilized the entire civil servants for rescue and recovery actions which indeed was the demand of the time. Moreover it would be irrelevant to go to the district with packages on RTI when people are recovering from the consequences of earthquake. This significantly affected the project implementation. This situation was tackled with the preparation of necessary deployment of the project staffs for rescue and recovery action and limiting rest of the efforts in accomplishing the tasks that was possible from the office. Moreover contingent plan was prepared and implemented to manage the project activity in emergency in consultation with GF.

Annual Work Plan was formulated in align with NSPA 2013-2018 and project agreement with GF based on four years' proposal with one year as inception phase. Each project activities were segregated with AWAB and calendar of operations to ease implementation. A contingency plan

was prepared after Nepal's Earthquake to cover least affected districts and subsequent activities were implemented. The Project Document, AWAB and calendar of operation thus aligned with project outcomes and objectives. This demonstrates adherence to the project document taking into Partnership/ Project deliverables into consideration.

The project was implemented through a full time Project Management and Implementation Team (PMIT) consisting of human resources from NIC and external expertise under the coordination ship by Senior Strategic Implementation Advisor (SAPI). Steering Committee, under the chairmanship of Secretary of NIC and representatives from OPMCM, MoF, GF and non-governmental organisation, is the apex body of this project. This Committee guides, directs, approves and coordinates project activities. Apart from this, the Secretary and Joint Secretary of NIC have daily interactions and access to project progress. Major policy decisions and implementation mechanisms have been discussed with CIC/ICs and Secretary and other concerned staffs of NIC. Regular briefing and meetings with high level NIC team and review meeting with GF further contributed effective and efficient implementation of project activities.

The project activities and AWAB were twice revised as per the need for preparation of detail plan of actions. Revision was initially made after joining of the offices by the PMIT and appointment of CIC and ICs. Second revision was made in project activities and AWAB for the No Cost Extension Period till 15th September, 2015. As a result of this and some other reasons mentioned below, revisions were made and request for approval were made to Governance Facility in case of any deviation from original plan of action.

1. Revision of AWAB with the available human resource and time period,
2. Space for inclusion of concerns of CIC/ICs since they were not appointed at the time project was formulated,
3. Major earthquake of April 25th and May 12th, 2015.

2.4 Implementation Strategy

Implementation strategy adopted by the project is relevant based upon the past experience of NIC. The project was planned to focus strengthening supply side of the information chain. Accordingly the project mostly engaged with the government agencies in the central and district level. However there were some demand chain strengthening programs as well that were mainly focused on educating citizen on use of MIS in information request. The programs that were focused in strengthening supply chain were carried out in coordination with the District Administration Office (DAO) and District Postal Offices (DPO). DAO being semi-judicial body governing entire administrative functioning of the district, coordination with them had significant positive impact on programs organized. Similarly DPO being mandated for monitoring RTI activities in the district, they were coordinated to keep them in the same page with program of action of NIC. Although the project has limited scope in strengthening demand side of the information chain, the Commission took lead in promoting awareness by educating and informing citizens on demanding information through RTI interaction and trainings, PSA, TVCs, Scroll Messages on RTI, Bulk SMS, documentary broadcast in national television, curriculum development, IEC materials distributed and MIS developed and promoted by the Commission. This demand side strengthening was also done in collaboration with CCRI and other CSOs and strategic partners of NIC working to boost up demand side.

This implementation strategy was adopted based upon the legal mandate of the Commission and its support agencies. Strengthening DPO was one of the major adjustment strategy in strengthening oversight of the commission. Regional Postal Directorates were designated as regional focal point.

DPOs were entrusted to monitor and report appointment of PIOs; proactive disclosure practices and status of information requests to NIC. Similarly, DPOs were also entrusted to report NGOs/ CSOs RTI activities at district level. This was possible due to the approval of 'RTI Monitoring Working Procedures 2015' by Ministry of Information and Communications Technology (MoICT). Budgetary support was provided by the project. Similarly, collaboration with CCRI and other CSOs was to aid in the local RTI campaign and enable them to follow up with the activities carried out by the commission. In these regards, the strategy adopted is very relevant to the legal and social context of RTI in Nepal.

As regards to Strengthening Oversight of NIC, number of policy related instruments were studied and developed. Study and development of PDGs; software development of PDMS with NITC, Human Resource Development Plan; Code of Conduct; NIC staffs capacity building trainings; interaction and orientations to central level PIOs/ director generals and secretary level officers and media; ToT programs along with key parliamentary interventions raised the profile and visibility of NIC. This thus led to heightened awareness in demand as well as supply side of information chain.

2.5 Attribution

Online information request and response mechanism (MIS) was introduced by the project in partnership with Governance Facility. National Information Commission and 112 district offices of seven ministries in 18 districts have by now adapted to MIS. NIC has responded to 84.5 % of total information requests through MIS **(Annex 11 and Annex 13)**. During the project implementation phase, NIC has been able to train 289 government officials in 112 district offices of 18 districts. This has immensely contributed in the trend of seeking information via online. Moreover, MIS has gained legal validation with update in the system incorporating complain and appeal mechanism. MIS has eased demanding information remotely to any of the organization promoting openness of the public bodies. This achievement is entirely attributed to the project. There has been increased in demand for information during the recent year. Till November, 2015, NIC received 1355 manual applications and 687 applications through MIS. Preliminary orders were issued to 1077 (79.50%) manual applications and 321 online applications were responded timely. This increasing trend of information seeking can be attributed to as an outcome of increased outreach of NIC. Although it is hard to quantify the share of the commission besides other non-state stakeholders, qualitative claim of the share can be made by the project as well.

During the project implementation phase, NIC conducted RTI Orientation in 4 districts with Human Development Index (HDI) 0.400-0.449. Similarly, RTI orientations were conducted in 12 districts with HDI 0.450-0.499.

Inclusion of RTI into the school curriculum is another cornerstone achievement attributable to the project and the partnership that will dramatically increase the outreach of NIC among all the school going children and foster in them knowledge on importance of RTI in promoting openness, transparency, good governance and hence strengthening democracy in Nepal.

Based upon the achievement of outcome although subjective at present in the absence of previous data base and level of outputs achieved showed a high degree of success to a large extent due to this project partnership with GF.

2.6 Major Challenges Faced

S.N	Major challenges faced	Mitigation strategy adopted
1	Legal provision of proactive disclosure is facing challenge to roll down into the ground level mainly due to lack of separate HR accountable to information handling and proactive disclosure.	- Top-down approach adopted to create positive pressure to the local agencies to make proactive disclosure from their higher level governing bodies - Monitoring of the public bodies intensified in the ministerial level as the initial action. - Circulars issued to all the 27 ministries and 21 commissions and offices under their jurisdiction to comply with the legal provision.
2	Ensuring access to information for the PIOs. Legal provision is misinterpreted appointing PIOs who do not have any stake in the decision making.	- Commissioners are reinforcing the true sense of the law during various field and central level programs. - RTI regulation provisioned as 'second' and 'third' level staff needed to be appointed as PIOs. This does not mean that PIOs to be 2nd and 3rd rank but it means '2nd & 3rd officers in seniority' basis in public bodies as they have stake in decision making role and easy access to the information to be disclosed. The commission has realized the necessity of amendment of the text into the regulation.
4	Project framework was already agreed with Governance Facility by the time New Chief Information Commissioner and Information Commissioners were appointed. Commissioners would like to have some of the activities included in AWAB. As a result, NIC had to revise project plan of actions and budget. As a result, some time has been taken and affected activities of project.	- Program activities revised in consultation with the commissioners and submitted to Governance Facility for approval. Subsequently, revised AWAB was approved and implemented.
5	Increasing demand for information via online system was still a challenge despite role of NIC in strengthening supply side. This showed need of incorporation of citizen's empowerment program as well within the work plan of SUCHANA	- Coordinated with CCRI for promoting information demand. - Two days of RTI training revised to include one day for CSOs to empower them about use of MIS.

	Project.	
6	Commitment to RTI from various level of the government is at low end.	- Regular lobbying from the end of commissioners is underway. - Media partnering and mobilization increased. - The Commission is also working to bring the national and international organizations and agencies to collaborate in the agenda of RTI in Nepal.
7	Right to Information activists and advocacy groups, civil society and media have not been able to take RTI as a powerful tool except for some exceptions.	- Program revised to cover empowerment of the civil societies, media and political level and to help create more demand for information from the public bodies.
8	Resource allocation for RTI implementation at all levels of government is still lacking.	- The commission is lobbying with the government to allocate more resources to regulate RTI in Nepal. Meanwhile a procedure has been approved from MoIC to mobilize the human resource in Postal Service Offices of the Government of Nepal in order to monitor the RTI activities into the local and regional level.
9	Earthquake of April 25 significantly affected the working calendar of the project.	- Contingent plan was prepared to manage the changed situation. - Activities that could be carried out form the office were prioritized during the time when field work was not possible. - Field plan was revised to cover the districts having least or no effect of the quake.
10	Monitoring RTI Compliance in central and district level	- NIC working via Postal Service Offices to monitor RTI implementation and compliance - Reliable Central/District level monitoring mechanism to be established
11	Culture of Secrecy	- Regular interaction with Office Heads/ PIOs - Lobbying with public bodies to disclose information as per oath and RTI Act
12	Reporting mechanism to NIC for information provided and denied needs to be strengthened	- NIC ordered public bodies as mandatory to report information provided and denied. - NIC continued order, directives and follow up for strengthening monitoring mechanism

2.7 Analysis of Unintended Consequences

1. **Positive waves in RTI**
   National Information Commission got one of the renowned ex-bureaucrats as its Chief Information Commissioner and experienced media person as Commissioners. Many of the ministerial and local agency's heads were known to them. So the profile of the chief commissioner and the commissioners is also helping to create positive wave for Right to Information in Nepal. Immediately after their appointment, National Information Commission initiated communicating from the central level agencies for appointment of PIOs and proactive disclosure. As a result all 27 ministries and 42 departments have initiated disclosing their accounts in every three months. Proactive Disclosure Guidelines have been prepared and circulated in all the central level ministries, commissions and departments. Three months and six months progress reports have been shared and circulated with secretaries and Director General level. The commission is now planning to make it mandatory to all the departments of Government of Nepal. This achievement was expected and planned; however not this early. So it is the leadership strength that enabled to gain the result quite earlier.

2. **Planning and Monitoring**
   There are adequate space for improving planning and monitoring section of National Information Commission. O&M survey proposed revised organogram that has envisioned separate PM&E section within the organizational structure of the commission with the adequate provision of Human Resource accompanied by M&E guideline. This proposal is being forwarded to Ministry of General Administration which is under consideration. Although the project has provided Monitoring, Evaluation and Communication Specialist (MECS) to provide technical input into the project planning, monitoring and evaluation, mainstreaming of the concept remained a challenge throughout the year.

3. **Documentation**
   Centralized documentation system is lacking in National Information Commission. So the project is facing challenge in maintaining strong documentation of not just the project but of overall Commission. This lack of centralized documentation is somehow taking extra effort of the project team in collecting all of the field reports, tracking them for their quality benchmark and maintain centralized repository. Discussion however is underway on how a culture of good documentation can be maintained in the commission and how it can be reinforced for all of the team members. The project has shown their promptitude in extending their support in systematizing the documentation system.

2.8 Good Practices and Lessons Learned

The participation of the commissioners besides some remarkable qualitative results, left the commission with some lesson learned.

1. Firstly, participation of the commissioners increase level of participation of both the civil society members and the civil servants and hence increasing the gravity of the program, reaching wider range of participants.
2. Level of response from public bodies is more with the participation of the commissioners and hence is easier to reinforce RTI.
3. Sense of confidence increased among PIOs/ Office Heads to disclose information. There has been realisation on the part of PIOs/Office Heads that failure to disclose information is punishable under RTI Act.

(*Please refer Annex 1)*

3. Analysis

3.1 Relevance

The outcome of the project namely Selected ministries and their local agencies positively respond to citizens' demands for information and practice proactive disclosures, aimed in the number of applicants receiving timely information and targeted public bodies practising proactive disclosures. To achieve this outcome, three outputs (strengthening oversight of NIC and strengthening demand and supply side) were selected. Similarly, number of output indicators were developed though there was no baseline data during the project formulation in all of these indicators.

With the experiences from ESP/DFID assisted one year project and current SUCHANA Project assisted by GF as well as progress achieved highlights the need that outcomes and output of the Partnership/Project are valid and need further sustainability.

The design of outcomes and outputs, project activities and documents as well as AWAB reflect the status at the level of RTI implementation and awareness level in Nepal. The problems and challenges faced, mitigation strategy and risk factors were outlined. Subsequent actions were taken to the extent possible within a short span of time. As a result, there was a need for revision of AWAB and implemented the revisions subsequently except after the major earthquakes. The outcome and outputs still hold valid and relevant with having clarity in achievement level with the field data and data obtained from NIC.

The goals and objectives of the project remain same with some activities and AWAB required to revisit to reflect the needs and aspirations of new Commissioners, effect of earthquakes, revisions in the National Strategic Plan of Action and formulation of new project document for forth coming period.

One of the key learning is that there has been realisation that RTI implementation is more important to achieve outcomes on a sustainable manner. The project envisioned the impact of responsive, transparent and accountable public bodies. Right to information is one of the fundamental tools to promote openness, transparency, accountability and hence good governance of the government. Transparency international ranked Nepal into 126th position in terms of Corruption Perception Index. This gives a clear indicative status of Nepal for its situation of good governance. RTI is a tool that promotes access of the citizen towards the resources and services of the state. Moreover RTI has been acknowledged as one of the fundamental domain of human rights by Universal Declaration of Human Rights 1948 and Covenant on Civil and Political Rights 1966. Many countries, UN organisations, World Bank, Asian Development Bank and European Union, SAARC etc. have also expressed their commitment to freedom of information. To enable the government to meet this international commitment, institutions of Government of Nepal need to be enabled to perform their oversight functions by strengthening the supply side. SUCHANA project besides strengthening demand chain of Right to Information, is also significantly

contributing to strengthening the roles of regulating body of RTI, ie, National Information Commission. There is a greater, effective and sustainable need to enhance the capacity of demand side stakeholders to use RTI as a tool for transparency, accountability and public service delivery which are the foundations for promotion of good governance.

During the transitory phase experienced in Nepal, people are increasingly becoming aware about their rights and entitlements. Right to Information is the only tools to ensuring people's empowerment during this political transition and enable them to ensuring their supremacy over their resources and entitlements. In this regards, project logic has been more valid in the changed socio-political situation of Nepal. However there has been some repetition in the output indicators that reinforces the measurement of the same quantity through different outputs. In this sense there is a need of revision of some of the indicators meant to serve measurement of the change, project logics remaining the same.

The project has foreseen the following risks and their mitigation strategies during its formulation phase. Status of the risk has been presented in the following table:

Risk	**Mitigation Strategy (as appeared in the document)**	**Status**
Delay in appointment of Chief Commissioners and other commissioners	Capacity of long term staff of NIC will be strengthened so that even if the Chief Commissioner and Commissioners are not appointed on time, the NIC staffs will be able to properly discharge the project work	Chief Information Commissioner and Commissioners already appointed.
High Staff turnover in NIC	NIC will actively work with MoGA and concerned ministries to receive staffs that have shown interest to involve in RTI works and offer training and career path opportunities.	NIC conducted O&M Survey and subsequent proposal to new organogram with improved HR status and lobbying with MoIC, MoF and MoGA for approval.
Low motivation of NIC staffs	Opportunities for training and capacity building on RTI will offer NIC staffs a good motivation and incentives.	NIC is conducting O&M to formulate different incentive and motivation packages for the staffs.
Unwillingness of GoN to make implementation of RTI Act as a priority	NIC through its advocacy and collaboration with civil society will actively work with the government including MoIC and OPMCM to garner government support.	- CIC and IC are issuing orders to mandatorily include RTI into government training curriculum, appointment of PIOs, Proactive Disclosure and through legal orders in

		appealed cases. - Coordinating with CCRI to lobby with RTI stakeholders to take RTI as one of the priority issues.
Uncertainty of adequate resources for RTI initiatives	Efforts will be made to get greater funding from the Ministry of Finance as well.	- NIC is allocated substantial budget by MoF as a result of lobbying by CIC/ICs and Secretary.

3.2 Effectiveness

The project has been successful to deliver its stipulated outputs and achieved targeted outcome at best with some as discussed earlier in this report.

The target has been achieved quantitatively except some problems after major earthquake of 25th April and 12th May 2015. As regards to quality, it is a subjective and will have to be supported by the feedback from the service receiver's and providers while monitoring the performance.

The project has been able to train 2022 PIO's/Office heads, members of CSOs, RTI activists on RTI; institutionalize MIS; train 289 PIOs in 18 districts out of 19 districts in MIS **(Annex 6, Annex 7)**; provide institutional arrangement for RTI monitoring in 5 regions and 28 districts through RPDs and DPOs; capacity development and exposure visit of NIC officials; production and dissemination of IEC materials and broadcast public awareness program among others. Similarly RTI trainings have been conducted in 20 districts while the target was for 19 districts only.

The outcome indicator shows that 1077 appellate cases out of 1355 have been issued preliminary orders. This figure accounts for 79.50 % of the cases handled by NIC which includes both manual and MIS requests. Similarly, 321 requests out of 687 for information were sought via MIS were responded. Information demand made manually or to the appellate cases have received overwhelming response. However in terms of online application, the response rate is only 46.80%. There are some reasons behind this low response rate made via online platform.

1. MIS is applicable to limited number of public bodies. For example, MIS is still in infantry stage. During the inception phase, there were significant revisions in MIS such as incorporating basic concepts of GESI reporting, provisioning appeal and most importantly making this system user friendly. These changes unintentionally posed some inconveniences to the users of both demand and supply side.
2. Internet connectivity is one of the major issues in most of the public bodies. Although most of the agencies have connectivity, reliability of the service is a grave concern. This is resulting in low response rate.
3. Computer literacy of the PIOs is another concern. Appointed PIOs have low computer literacy. This is somehow interfering response via MIS.

During the same time, the project could gain remarkable result in terms of promoting proactive disclosures. The commission made a top-down approach strategy where the central level bodies

were lobbied to practise proactive disclosure and subsequently roll down to local. Analysing the indicators, quantitative achievement is quite remarkable. Qualitatively as well RTI gained quite good momentum both in the field and central level due to active involvement of the Commissioners. NIC ordered to all 27 ministries, 54 departments, 19 training institutes for compulsory appointment of PIOs and proactive disclosures and report on information demand and denied cases to NIC. NIC also published notice to encourage appointment of PIOs on two different occasions in national daily newspapers.

As a result, all of the 27 Ministries of Government of Nepal made at least once proactive disclosure which is 100% achievement. Similarly, 42 out of 54 government departments made proactive disclosure which is 59.30% achievement as defined by the indicator. Around 2165 PIOs have been appointed in this period (visit www.nic.gov.np).

Monitoring of ministries, circular, appeal through letters and public notices to the local agencies created a positive pressure to all the public agencies to appoint PIOs and to make proactive disclosure regular.

The present operating modality of the project also has its own strength and weaknesses. The project housed in NIC is the strength of this project as proximity and synergy of CIC/ICs, Secretary and other NIC Staff and resources that have been key to achieve results. The weaknesses are undertaking of large number of activities, limited commitment from NIC staffs, duplication of some activities with NIC, along with mainstreaming and ownership of project has created some problem. Operationalization of new organogram or separate project office with deputation of employees would have immensely contributed in minimising these weaknesses.

3.3 Partnership/Project Efficiency

NIC and GF concluded an agreement to provide grant assistance of NRs 3,24,91,575/- for SUCHANA project. The project AWAB was revised as NRs. 2,83,45,602 for the period. Out of the mentioned budget NIC's mobilization was NRs. 1,58,75,602 of which NRs. 1,31,32,800 was incurred as expenditure which is 82.72% of the revised budget to be mobilised by NIC till 30th November, 2015. The assistance was provisioned mobilised by NIC and GF for the project period of 17th July, 2014- 16th July, 2015 and extended the project on the basis of No Cost Extension till 15th September, 2015. This was further extended till 30th November, 2015.

The allocated budget of AWAB was planned to be implemented separately and independently. But due to the lack of adequate human resources and delayed start of implementation (January, 2015), coordination issues, development of policies, guidelines, updating MIS and website and monitoring procedures took substantial time. Moreover, project activities were carried out as packaged program to implement MIS training, RTI training, baseline data, technical assistance to districts have to be carried out jointly that led to saving of allocated budget. Looking from this point of view, it gave synergy to implement programs in package and became economical.

Despite low expenditure, the targeted outputs have been achieved successfully.

The project adopted some economic strategies to enable it complete the planned action while being economic. This strategy focused on implementing all the programs channelled to districts and region in package. This modality largely enabled the commission to saving the cost significantly and substantially that may otherwise incur in travel and other activities. The project completed almost all of the planned activities except for some small packages of work like MIS training in

one district and 2 school programs. This completion accounts for completion of most of the activities with expenditure of 82.80 % of the total budget mobilized by the commission.

Although the gap in achievement and expenditure projects need of consideration of implementation strategy during the upcoming plan, there is valid reason in low expenditure as explained above. Since the achievement in terms of output indicators are satisfactory, the project can be considered highly efficient and successful in delivering the result.

3.4 Sustainability

The project has prepared exit strategy with the aim of sustaining the achievement of the project. There has been some noble approach put forward by the project.

1. The commission has revised to update National Strategic Plan of Action on RTI (2013-2018) to incorporate the concepts that were left out and extended its duration until 2020. This revision and update has mainstreamed many of the innovations of the project and enabled the commission towards resource pooling with government and other potential donors ensuring sustainability.

2. The commission could bring remarkable achievement in terms of proactive disclosure with 100% achievement in the central level as per the target defined if monitored effectively. The project assisted the commission in formulation of Proactive Disclosure Guidelines that will facilitate the public bodies to make disclosure and commission to track and monitor the disclosure. Additionally the project also developed online software to facilitate the Public Bodies produce and maintain and track their proactive disclosure report. This facilitation, tracking and technical backup will sustain the achievement of the project.

3. Possibility of promotion of MIS for requesting and furnishing information by all the public bodies seems to be achievable. To the date there has visible progress (Annex) in terms of request of information and furnishing by the PIOs. This is indication of adaptability of the PIOs and the citizen towards this system. With this increasing trend in use of MIS, there is need to institutionalize it within NIC. The project has introduced need of separate IT Officer within the organizational framework of the commission for sustaining it even after exit of the project.

4. Monitoring and evaluation system was lacking within the organizational framework of the commission. The project prepared M&E guideline to measure the result and provide feedback to senior administration for necessary corrective actions. Realizing the need of separate human resource with expertise in Monitoring and Evaluation, the commission has proposed separate M&E section within NIC with necessary resources and forwarded to MoGA for approval. Approval of the revised organizational structure and HR proposal shall ensure continuity of the M&E.

5. NIC Ownership and Reflection: Moreover, NIC in the fiscal year 2071/2072 (2014/2015) conducted ToT, RTI Orientations, RTI School Program, Broadcasting of Documentary and Docudrama, Bulk SMS and Monitoring of RTI at district level to supplement the similar activities carried out by the project to reach to wider public domain. Also, the annual budget of National Information Commission for the fiscal year 2072/2073 (2015/2016) is a

testimony of the prospects and conditions for sustainability of the achievements and efforts undertaken by the Partnership/Project to ensure sustainability. The major activities carried out during the inception phase of the project have been given place and priority in the annual budget 2072/2073 (2015/2016) of NIC. One worthy contribution from NIC in this fiscal year on the activity initiated by the project is undertaking of RTI monitoring by RPDs and DPOs by the Commission itself. Also, there has been significant increase in allocation of budget on radio and television programs on RTI; production of IEC materials and School Orientation Programs that were initially undertaken during this project inception phase. **(Annex)**

4. Financial Reporting

Financial activities have been conducted under the financial regulation of Government of Nepal (GoN) and as per the agreement with Governance Facility. Financial transparency & Zero tolerance to Corruption regarding financial transaction has been maintained. NIC has been governed by following policies and procedures formulated and implemented by Government of Nepal:

- ✓ Finance Procedure Act, 2055
- ✓ Finance Procedure Rule, 2064
- ✓ Public Procurement Act, 2063
- ✓ Public Procurement Rule, 2064
- ✓ Travel Expenses Rule, 2064
- ✓ Income Tax Act, 2058.

Above policies and procedure are fully applicable to SUCHANA Project implemented by NIC. There has been separation of power on financial transactions to avoid conflict of interests. Project Manager and Accounts Officer are delegated with the financial and administrative authority along with approval and reporting to the Joint Secretary and the Secretary.

Following financial report shows the true and fair state of the transaction that has been run during the project period.

6.1 Fund Accountability Statement (*Financial Reporting Format 1*)

6.2 Budget Monitoring Statement (*Financial Reporting Format 2*)

6.3 Outstanding Advance Summary Form (*Financial Reporting Format 3*)

5. Inventory of Assets

Please include information on assets purchased within the frame of the project/partnership.

Date of Purchase	Particulars	Specification	Permanent ID No. #	Unit	Qty.	Value (NRs.)
2071/07/12	Generator	Honda 5 KVA	NIC/GF/FA-1	1	1	237,300.00
2071/07/19	Fridge	Samsung	NIC/GF/FA-2	1	1	25,978.70
2071/07/19	Oven	Samsung	NIC/GF/FA-3	1	1	14,125.00
2071/06/13	Vehicle	Toyota Land Cruiser Prado/White/Diesel Engine Model: 1998	NIC/GF/FA-4	1	1	24,74,444.00 (Value by Custom)

		Ch.no: LJ95-0006910 Eng.no: 3L 4660912 HP: 2779				150,000.00 (Actual Contribution by project)
2071/08/17	Gas Heater	Micra	NIC/GF/FA-5	1	1	23,165.00
2071/08/24	Laptop	Dell: Intel Core I5-3542, 4th generation processor, 500 GB DDR3 RAM, 15.6'' LED Screen	NIC/GF/FA-6		4	239,199.98
2071/09/02	Sofa Set	Non-Branded	NIC/GF/FA-7	1	1	28,250.00
2071/09/09	Computer Table	Non-Branded	NIC/GF/FA-8	1	1	5,085.00
2071/09/09	Fan Heater	Indo Plus	NIC/GF/FA-9	1	1	6,215.00
2071/09/27	Revolving Chair	Non-Branded	NIC/GF/FA-10		2	37,290.00
2071/09/27	Dispenser	Baltra	NIC/GF/FA-11	1	1	4,152.75
2071/09/27	White Board	Non-Branded	NIC/GF/FA-12	1	1	4,152.73
2071/10/18	Printer	Samsung SCX-4521 MF (All in one)	NIC/GF/FA-13	1	1	32,000.00
2071/10/18	Printer	Canon Multifunction 3 in 1 MF 3010	NIC/GF/FA-13	1	1	26,500.00
2071/12/05	Scooter	DIO/Honda Black/Brown Ba 2 Ba 2880 C.No: ME45F392HF8082950 Eng. No: 5F39E80082924	NIC/GF/FA-14	1	1	172,900.00
2071/12/15	Pressure Cooker	3 Kg	NIC/GF/FA-15	1	1	1,650.00
2072/02/32	Desktop Computer	Assembled Computer I5, 18.5 Inch Screen Samsung, 4 GB RAM, 500 GB Hard Disk, Intel Motherboard	NIC/GF/FA-16	1	1	49,500.00
2071/12/27	Accounting & Office Management Software	True Books – Financial Management System English & Nepali			2	84,750.00

 # This is to certify that the above inventory has been added to the organisation's overall inventory.

6. Way forward

The project established quite a nobel practice in seeking and furnishing information using modern technology i.e., online platform MIS as online information traffic system. During the first phase of the project, there were no significant achievement in terms of information transaction using this platform. During the inception phase, with intensive efforts in training of PIOs and empowering citizens, there has been significant increase in demand for information (**Annex 7**). This increase is

an indication of success of online platform for establishing RTI. Acknowledging this achievement, NIC carried out its Organisation & Management (O&M) survey with the provision of separate human resource for handling MIS. The survey identified that NIC itself needs to be equipped with adequate human resource for the effective implementation of RTI. Thus, the survey highlighted the need for additional 17 staffs to be deputed at NIC. A subsequent proposal has been submitted and is under review with MoGA. The project shall support the commission with IT Specialist while the process of approval of organizational structure is underway. Similarly the project could further strive to include RTI into the school curriculum in other classes with the approval of proposal for inclusion from the commission. This is remarkable achievement of the project in really a short period of time. However to sustain the result, following steps need to be undertaken:

1. Prepare more focused and intensive RTI MIS training with defined training manual for the PIOs and the CSO groups until they develop confidence in handling this online tool.
2. Dissemination of more focused information from different media rather than generic information to enable citizen practise their RTI either through MIS or manually.
3. Strategy of mobilization of trained PIOs/CSOs as local resource to promote them advocate for change and in fact make them more accountable to RTI of the citizen.
4. Establish effective monitoring/ tracking system in place as well as expand the scope and technology to include large number of users as possible.
5. Feasibility study needs to be undertaken to assess the potentiality and possibility for empowering citizen and all public bodies to use MIS platform for demand for and supply of information instead of only limited ministries and their line agencies.
6. Preliminary reports on RTI Monitoring at the regional and district level government agencies by RPDs and DPOs suggests that few monitoring activities have been carried out. Out of 33 districts, 26 districts have reported on activities like updates on PIOs appointments; Proactive Disclosures; information provided and denied. NIC has issued circular letter to all districts to comply reports in detail. The report also suggests intensive trainings and strong monitoring mechanism are required for the RPDs and DPOs to discharge their responsibility effectively and efficiently if the current course of action is to be continued.

The extensive program carried out during the first year to a larger extent introduced RTI and MIS to the citizens, aware them for using their RTI. However the second phase should be more focused in enabling them use RTI as a tool to making the public bodies responsible towards their Right. This more intensive program might need more resource both in terms of human and financial capital. Governance Facility can consider to increase budget with the commission to enable the project sustain the results and scale it up to the national level.

Annexes

Annex 1: Good Practices and Lessons Learned

'Commissioners at local level'

Introduction

National Information Commission's main responsibilities are to protect, promote and enforce RTI in the country. NIC is organizing its RTI / MIS Orientation and Training program to the officials from public bodies and civil society members and RTI activists. These orientations and trainings are intended to educate people and enable them for using their Right to Information. SUCHANA project has prepared its activity implementation package to optimize resources and result. Accordingly the project invited the commissioners to participate in the district level orientation or training programs intended for PIOs, RTI activists and CSOs.

Implementation of the Practice

The project activities was designed in such a way to reinforce provisions of RTI Act through the Chief Information Commissioner and Commissioners in district level as district offices are responsible to provide services to citizens' day to day demands. Accordingly, both PIOs/ Office Heads, CSO members, RTI Activists/Practioners and media persons are invited in the program during the first day of the two days training. This program also acts as inaugural session, where the commissioner urges large number of gathered people to utilize RTI and be informed about the governance of the state, services and facilities offered and practice true sense of democracy. The commissioners would also answer the questions from PIOs, civil society members and RTI activists in interaction program.

Results of the Practice

Proactive participation of the Nepalese commissioners in the local level programs has enabled NIC to spread its strategic voice in an authentic manner and reinforced duties of PIOs in the ground level. Commissioners participating in the local level programs also increased the presence of the commission by helping to establish the commission among the citizens as well as building confidence among the citizens.

Commissioner's involvement in the local level program of the project popularize the commission in the ground level and hence enabling both ways (commission and the people) to understand one another's voice. The people were empowered about their RTI from the concerned authorities who are supposed to safeguarding their rights. Further discussion about rights and duties in a common forum with the participation of both the right holders and duty bearer (demand and supply side) enable PIOs to mentally prepare for respecting right of the people. Chief District Officer also reinforced the voice from the commission and committed for monitoring voluntarily RTI situation in the district improved due to the participation of the commissioners.

Lessons learned

The participation of the commissioners besides some remarkable qualitative results, left the commission with some lesson learned.

1. Firstly, participation of the commissioners increase level of participation of both the civil society members and the civil servants and hence increasing the gravity of the program, reaching wider range of participants.
2. Level of response from public bodies is more with the participation of the commissioners and hence is easier to reinforce RTI.
4. Sense of confidence increased among PIOs/ Office Heads to disclose information. There has been realisation on the part of PIOs/Office Heads that failure to disclose information is punishable under RTI Act.

3. Conclusion

Although with the proactive participation of the commissioners in the local level programs, there are complaints about the commission giving more priority to promotional work rather than system building. It makes sense especially of commissioners' visit in the local level programs at the initial stage when demand for information is really low and PIOs are also hesitant to provide information with the fear of departmental action. In conclusion, commissioner's visit in the local level has increased the sense of fearlessness among the PIOs/ Office Heads for disclosure of information. At the same time, NIC has been able to impart and share knowledge thereby increasing awareness among the citizens for increased demand for information.

Annex 2: Case Study

'***Small Intervention Makes Big Impact: Stationery Bills from Ministry of Peace and Reconstruction Revealed'***

Context:
Citizens are relatively being more motivated in the recent days for approaching the public bodies demanding information as evidenced by the increase in demand for information and though little, increase in rate of response from the government increased. However there still exist some confusion on what kind of information can be disclosed. This confusion to a large extent has occurred due to generic classification and no recent initiatives from the government in classifying the information. Two of the RTI activists demanded certified copies of bills and vouchers of purchase of all the stationary items including agreement with the vendors in Ministry of Peace and Reconstruction in the date of 14/09/2014. However PIO and the organizational head did not respond positively to the information request.

Problem:
PIO was hesitant to provide the information due to the confusion that bills and vouchers are the protected information that should be disclosed only to the Auditor General. However since it is the people who provide funds for functioning of government mechanism, they are the master of democracy and state mechanism. This essence was not adequately reflected in this case. So the activist complained to the head of the organization against the PIO on 30th November, 2014. Partial information was provided after the complaint. Unsatisfied by the decision, the applicant approached National Information Commission on 11th December, 2014 appealing for complete information they had sought with the Ministry. The Commission made the hearing of the appeal and issued an order against the Secretary and PIO of the Ministry to give the reason for not providing the information on 16th December, 2014. The Ministry responded by stating that the reason provided by the applicant for seeking information was for study, publication and broadcasting purpose which did not reflect the essence of RTI Act. The problem was that the ministry did not and could not wholly appreciate RTI Act where the Act guarantees citizen that information held by public bodies are to be in access of citizen. Citizen have the right to seek, claim and receive any information except classified otherwise.

Summary:
The Commission issued order against the Ministry to provide the information irrespective of the reason for demand of information since RTI Act has ensured full access of the citizen to the information held in the public bodies. The Ministry's stand for not providing information set aside and verdict went in favour of applicants.

There has been varied interpretation of the RTI Act in a way to favour oneself and in one's convenience. There are also instances of hesitancy in providing information to the citizen while providing information also seems to take a long time or significant efforts or no information provided at all. Even though the Act has provisioned that financial burden for producing the information goes to the one requesting information. Moreover there is a strong protection mechanism to the PIOs who does not disseminate even the declassified information with good faith. Hence, there cannot be information demanding only for study purpose of seeking information was only limited for study and individual purposes. However, the recent interpretation of RTI Act by the commission was expanded the scope of law to inclusion of publication and broadcasting purposes which is expected to culminate large number of demands in coming days.

Implication:
As a result, the information seekers received information from the ministry. Order from NIC cleared out the confusion among PIOs and Office Head and created a precedence for denial of information is against the spirit of RTI Act and is punishable. NIC's mission is not to punish the PIOs rather to empower and motivate them towards RTI and hence transparency and good governance. This kind of order and interpretation extended the reason for providing information as only **study and personal** purpose to **publication and broadcasting** purpose also comes under the ambit of RTI Act which is thus diametrically expanding the scope of RTI. It will also play a crucial role in regulating RTI and hence creating an RTI environment. It will also be a new milestone in the implementation of RTI in Nepal.

राष्ट्रिय सूचना आयोग
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राष्ट्रिय सूचना आयोग

प्रमुख सूचना आयुक्त कृष्णहरि बाँस्कोटा
सूचना आयुक्त किरणकुमार पोखरेल
सूचना आयुक्त यशोदादेवी तिम्सिना

आदेश

मु.नं. १२४/२०७१/०७२

जिल्ला धनकुटा कुरुले तेनुपा गा.वि.स.५ स्थायी घर भई हाल फ्रिडम फोरम, थापाथली, पो.ब.नं. २४२९२, काठमाडौं बस्ने वर्ष ३२ को नोदनाथ त्रिताल समेत .....१ पुनरावेदक

विरूद्ध

कार्यालय प्रमुख (सचिव), शान्ति तथा पुनः निर्माण मन्त्रालय, सिंहदरवार, काठमाडौं .....१ विपक्षी
सूचना अधिकारी, शान्ति तथा पुनः निर्माण मन्त्रालय, सिंहदरवार, काठमाडौं.....१

विषय :- **माग अनुसारको सूचना उपलब्ध गराउनू ।**

जिल्ला धनकुटा कुरुले तेनुपा गा.वि.स.५ स्थायी घर भई हाल फ्रिडम फोरम, थापाथली, पो.ब.नं. २४२९२, काठमाडौं बस्ने नोदनाथ त्रिताल समेतले शान्ति तथा पुनः निर्माण मन्त्रालय, सिंहदरवार, काठमाडौं समक्ष सूचना माग गरेकोमा सूचना उपलब्ध नगराएकोले उपलब्ध गराई पाउँ भनी यस आयोग समक्ष मिति २०७१।०८।२५ मा निवेदन गरेको र यस आयोगबाट मिति २०७१।०९।०१ मा माग बमोजिमको सूचना उपलब्ध गराउनू भनी आदेश गरेकोमा शान्ति तथा पुनः निर्माण मन्त्रालयले प्रकाशन तथा प्रसारण गर्ने समेत प्रयोजन रहेको भनी सूचना उपलब्ध गराउन नसकिने भन्ने निर्णय गरी जानकारी गराएकोले पुनरावेदकले सूचना नदिने निर्णय बदर गराई पूर्ण सूचना उपलब्ध गराई पाउँ भनी आयोग समक्ष मिति २०७१।१०।२९ र २०७१।१२।२३ मा पुनरावेदन गरेको ।

सूचनाको हक सम्वन्धी ऐन, २०६४ को दफा ३(१) मा नेपाली नागरिकलाई सूचनाको हक हुने र सोही ऐनको दफा ३(२) मा प्रत्येक नेपाली नागरिकलाई सार्वजनिक निकायमा रहेको सूचनामा पहुँच हुनेछ भन्ने व्यवस्था गरेको छ । ऐनको दफा ३(३) ले केही सूचना प्रवाह गर्न रोक लगाएको छ । तर पुनरावेदकले माग गरेको सूचना सूचनाको हकसम्वन्धी ऐन, २०६४ को दफा ३(३) ले रोक लगाएको सूचना भित्र पर्ने देखिदैन ।

राष्ट्रिय सूचना आयोग
२०६५

पुनरावेदकले सूचनाको हकसम्बन्धी ऐन, २०६४ को दफा ७ को उपदफा (१) बमोजिम कारण खोल्नुपर्ने व्यवस्था बमोजिम तहाँ मन्त्रालयका सूचना अधिकारीलाई दिएको निवेदनमा अध्ययन, प्रकाशन र प्रशारण प्रयोजनको लागि सूचना माग गरेको देखिएतापनि कार्यालय प्रमुख र यस आयोगमा दिएको पुनरावेदनमा अध्ययन प्रयोजनका लागि सूचना उपलब्ध गराई पाउँ भनी निवेदन तथा पुनरावेदन गरेको देखिन्छ । तर यस सम्वन्धमा तहाँ मन्त्रालयको च.नं.१४२ मिति २०७१।०९।२७ को पत्रबाट "निवेदकले माग गरेको सूचना अध्ययन प्रयोजनमात्र नभई प्रकाशन तथा प्रसारण गर्ने समेत प्रयोजन रहेको र सूचनाको हकसम्बन्धी ऐन २०६४ को दफा ३ को उपदफा (३) ले रोक लगाएको विषयभित्र प्रस्तुत माग निवेदन नपरेको भएतापनि सूचना माग गर्नुको कारणमा अध्ययनको अतिरिक्त प्रकाशन र प्रशारण गर्नुभन्ने समेत उल्लेख भएको र ऐनले परिभाषा गरेको सूचनाको हकभित्र प्रकाशन र प्रशारण गर्ने कार्य नसमेटिएको हुनाले माग अनुसारको सूचना उपलब्ध गराउन कानून सम्मत नहुने व्यहोरा निवेदकलाई सूचना अधिकारीबाटै जानकरी दिने" भनी निर्णय भएको देखिन आयो । सूचनाको हकसम्बन्धी ऐन, २०६४ को व्यवस्था एवं भावनाको विश्लेषण गर्दा र निवेदकले माग गरेको सूचनाको प्रकृति उपर विवेचना गर्दा सूचनाको हकसम्बन्धी ऐन, २०६४ ले सार्वजनिक निकायमा रहेको सूचनामा नागरिकको पहुँचको प्रत्याभूति गरेकोले निवेदकले निवेदनमा प्रशारणको प्रयोजनले सूचना माग गरेकै कारणले नै सूचना दिने नदिने कुराको निर्धारण गर्न सक्ने विषय होइन । कानून बमोजिम दिनुपर्ने सूचना दिनू नै पर्ने संवैधानिक र कानूनी व्यवस्थाको आधारमा तहाँ मन्त्रालयको निर्णयसँग आयोग सहमत हुन सकेन । यसर्थ यस आयोगबाट मिति २०७१।०९।०१ मा भएको आदेश बमोजिम नै पुनरावेदकले माग गरेको सूचना पुनरावेदकलाई ७ (सात) दिन भित्र उपलब्ध गराउनु भनी शान्ति तथा पुनः निर्माण मन्त्रालय, सिंहदरवार, काठमाडौंका कार्यालय प्रमुख (सचिव) र सूचना अधिकारीको नाममा पुनः यो आदेश जारी गरिएको छ । पुनरावेदकको पुनरावेदनको छायाँप्रति साथै राखी पठाउनू । यसको जानकारी पुनरावेदकलाई दिनू ।

(यशोदादेवी तिम्सिना)	(किरणकुमार पोखरेल)	(कृष्णहरि बास्कोटा)
सूचना आयुक्त	सूचना आयुक्त	प्रमुख सूचना आयुक्त

ईति सम्वत् २०७२ साल जेठ २८ गते रोज ५ शुभम् ।

Annex 3: Success Story

'RTI gets a place in training curriculum'

Summary:

RTI is an important obligation of all public bodies. Hence, it is mandatory for all public bodies to appoint PIOs, regularly update information and pro-actively disclose as well as provide information to citizen as and when demanded. RTI is regarded as a fundamental tool of democracy which encompasses openness, transparency, accountability and responsiveness towards citizens. With the inclusion of RTI as a subject in training programs conducted by these institutes, it would provide a platform to strengthen supply side. RTI included training programs would contribute in disseminating knowledge on RTI to government employees participating in such trainings which ultimately lead to the promotion and internalisation of RTI at workplace.

Realising the need for inclusion of RTI as a curriculum and subject in training programs of training institutes, NIC took an initiation by inviting the Chief of these training institutes for interaction program. During this interaction, it was revealed that RTI was missing in their programs except for few institutes. Chief of training institutes were briefed about the importance of RTI. ToT program was conducted to give updated information on RTI. NIC's effort proved to be successful in bringing the changes.

Challenge/Problem:

Government of Nepal provides significant amount of budget to conduct various pre and in service training to its employees every year through government training institutes. The subject of RTI in many of training programs were missing except very few institutes. RTI being a powerful tool to raise awareness among the trainees which would ultimately strengthened supply side and contribute to good governance was somehow ignored due to lack of knowledge in this field.

SUCHANA Project with partnership with GF stressed the need for provision for separate curriculum for the training institutes and mandatory inclusion of RTI in various training programs organised by these institutes.

Intervention:

NIC tabulated data from previous study report conducted by the Commission regarding formulation of curriculum for training institutes. It was revealed that most of the training institutes had no provision for inclusion of RTI as a subject in their trainings. The Commission organised an interactive workshop with the Chief of 19 training institutes. The chiefs of the training institutes committed to include RTI in their training programs. NIC organised two ToT programs with the assistance of Nepal Administrative Staff College (NASC) and National

Judicial Training Academy (NJTA) to familiarize the subject of RTI and need for introduction in their training programs. 19 trainers in NASC and 22 trainers in NJTA participated. Similarly, NIC issued order to all 19 government training institutes for inclusion of RTI in their training curriculum.

Results:

In a follow up meeting organised at NIC to assess whether RTI has been included in their trainings, it revealed a positive outcome. 9 out of 19 institutes reported NIC about the inclusion of RTI in a number of training programs. Other training institutes committed to include RTI in their upcoming training programs. The efforts of NIC and willingness and cooperation of training institutes resulted in the inclusion of RTI in their trainings. It is expected that other institutes will soon follow this step.

Annex 4: Internet Based Management Information System (MIS) Introduced

Innovation

MIS (management information system is an innovative internet based systemic innovation developed and promoted by National Information Commission (NIC) to enable citizen request for information to the public bodies of their choice from their own place. MIS is a validated instrument by the Commission for requesting and furnishing the information. It weighs the same legality as written and signed application should an appeal or complain be made towards the PIO or the office head. This is more than one category innovation like service and service delivery, administrative, policy and outreach innovation also.

Outcome and Impact

NIC was adopting manual submission of applications, complaints and appeals for a long time. This was the only way for ensuring right to information of people unless and until the commission developed and promoted an online application system what it call MIS (Management Information System). This system is basically an internet based technology brought up to facilitate access of citizens towards access of the public bodies as coverage of 3G telecommunication network increased. This increased network enables the access of citizen towards internet facility. Taking into consideration this increased access, NIC devised an innovative means to outreach communities with its services via MIS. MIS brought all the public bodies within the reach of citizen. MIS can reduce some of the major problems significantly that information seekers, PIOs/ Office Heads as well as NIC have been facing. The benefits of MIS are:

- It significantly reduced the cost and time both for demand and supply of information
- Applicants are not required to register their applications manually and seek approvals from PIOs/ Office Heads as MIS is legally validated by the Commission.
- Promotion of systematic and transparent recording of transactions and no blame game
- Tracking and monitoring of RTI cases easier and systematic.

MIS provides the citizen for opening up their account which can be used permanently for demanding information. Similarly, it also offers PIOs or the office heads with their accounts. All the information transactions are stored in their respective account. Since National Information Commission is also in the loop of information transaction, any of the information denied or delayed can be easily tracked and the commission can proactively take initiatives in favour of the citizen for such transactions.

Innovation can be factored in the programming in future

Although MIS is a very new and unique approach in Nepal, it is in limited use and is in its infantry stage. However, it has an innovative characteristics that has the potential to transform and expand scope of RTI implementation provided adequate human and financial resources.

MIS has been launched in only seven ministries and their local bodies under their supervision in 18 districts. Looking through the track record of increasing demand for information via MIS, there is opportunity for its expansion throughout the country and in all the 27 ministries, departments and their local bodies. MIS can also be made more accessible by developing android iOS based mobile application. MIS is an evolving platform involving multiple units collaborating to improving its documentation, reporting and requesting information interface. However IT Specialist of SUCHANA Project National Information Commission is closely involved in handling this application. She could be reached in the following address:

Point person

Ms. Srijana Ghimire
IT Specialist
SUCHANA Project
National Information Commission
Koteshwor, Kathmandu
Email: srijana.ghimire2000@gmail.com

Annex 5: Most Significant Change: RTI Curriculum included in class Nine Social Study Book.

Mr. Shree Ram Pant
Senior Strategic Action Plan Implementation Advisor

Outline:

Right to Information although not a very new issue of discourse in Nepal, its practice has not matures yet to enable citizen exercise their sovereignty and hence have their say in the decision made by the state or to question them. This is a significant tool to make the state mechanism accountable towards the people. National information commission is implementing various programs to empower the citizen towards their right to information and hence promoting downward accountability of the state mechanisms. Although the commission could reach up to the activist level, the ground level penetrance was yet not sufficient to significantly increase the demand for information. So the commission was planning to move for a mass level awareness program. However due to limited resource, this mass penetrance was somehow being impeded. So alternative way to increase the reach of the commission would be to go through schools. However, RTI was missing in school curriculum.

Change: RTI Curriculum included in class Nine Social Study Book by CDC

Realising the gap in school curriculum, the Commission initiated a meeting with Curriculum Development Centre (CDC) to discuss the agenda for inclusion of RTI in school level curriculum. As a result of series of meetings, discussions and intensive study and negotiation with CDC, agreement was reached to include RTI in curriculum from grade six to ten. As per the agreement, GAP analysis and curriculum has been developed. A recent meeting of Education Council approved the RTI curriculum for grade nine in Social Studies subject. This revised curriculum will be implemented from academic session 2072/2073 (2016/2017). Curriculum and materials for RTI as optional subject for grade eight and Teachers' Resource Book for training are prepared and are in the process for approval.

Based upon the result from the gap analysis, content framework for class six to ten has been prepared and approved. Development of curriculum is underway. Curriculum Development Centre revises school curriculum in every five years. This is the year for one revision. The project could strategically catch up the timing of the revision so as to incorporate its interest into the curricula which was the most significant achievement of the project. After inclusion of RTI into the school curricula, RTI will be taught to the students with the government resources which will ultimately lead to increased outreach of RTI at ground level. Moreover mass awareness among students will make them assertive citizens in the future and will be able to exercise their right without any fear and favour. Aptitude towards openness, transparency, responsiveness and accountability can be inbuilt from early childhood.

Beneficiaries:

Majority of people are yet to understand the benefits of RTI as a tool for transparency, accountability and good governance in public bodies. This gap was pushing the commission to think about different means that enable the commission to reach a huge mass of community to educate the importance of RTI in efficient and effective manner. Once the issue is incorporated into the curriculum, it goes to the community (children) continuously without involving any cost

of the commission. Realization of this fact motivated the commission to engage with CDC for incorporation of the issue into the school curriculum.

Factors that drove the change:

Realising the need for inclusion of RTI in the school curriculum and benefit derived from this could contribute significantly to a large numbers of students at once with one time cost & efforts. NIC in the past also tried to develop curriculum in its own way with minimum assistance from CDC, but it was not completed due to long administrative and perhaps less involvement of. This time by induced efforts of NIC and by involving CDC from the beginning which is responsible for curriculum development paved the way for the production and approval of curriculum.

Significance to GF:

Inclusion of RTI in class nine is a significant leap forward to GF and other development partners as the assistance from GF proved to be a successful one benefiting millions of students throughout Nepal as an important subject as RTI for openness and transparency and good governance which are one of the main component for voice & accountability for assistance in Nepal.

Significance of GF Assistance:

Inclusion of RTI into the curriculum was made through the efforts and resources of SUCHANA Project a joint venture between Governance Facility and the commission. The rationale of this activity is in line with the National Strategic Plan of Action 2013-2018. Without technical and financial assistance of Governance Facility, it would have delayed or there would be no intervention in producing curriculum. Delay of this intervention implies that inclusion of RTI in curriculum would not have been possible in the next five years. CDC revises curriculum in the interval of every five years. Thus with the inclusion of RTI in curriculum, it is expected that large number of students will recognise and learn about their right to information and utilize it in coming days.

NIC being an independent government entity, it intervenes into the structural level. So this inclusion of RTI into the school curriculum is also a systemic intervention that once included into the curriculum will continue to go into the community level through students and the teachers.

Sustainability:

Once the curriculum is introduced, it itself leads to sustainability. The cost is minimized since printing and distribution of books is Government of Nepal's sole responsibility. The draft of 'Introduction of Good Governance and Right to Information Book' and teacher's resource book are prepared now. Hence, it requires GF's assistance to finalize & introduce in the coming year. This change is expected to yield more results & add value and quality to millions of students in the future.

Annex 6: GESI Disaggregation of MIS Participants from 7 District Offices in 18 districts

MIS Participants in 7 District Offices
Total No. of Participants: 289

S.N.	Province 7	Male	Female	Total	Hill Brahman	Hill Chettri	T/M B/C	T/M Other Castes (OBCs)	Hill Dalit	Tarai Dalit	Adibasi Janajati			Muslim	Others	BR	DAP
											Newar	T/M AJ	M/H AJ				
1	Kailali	22	0	22	6	7	0	0	0	1	4	4	0	0	0	0	0
2	Kanchanpur	15	2	17	6	8	0	1	0	0	1	0	1	0	0	0	0
3	Doti	14	2	16	5	2	1	0	1	0	5	0	1	0	1	0	0
4	Dadeldhura	10	1	11	7	2	0	0	1	0	1	0	0	0	0	0	0
	Total	61	5	66	24	19	1	1	2	1	11	4	2	0	1	0	0
	Province 6																
5	Surkhet	11	1	12	5	5	1	0	0	0	1	0	0	0	0	0	0
6	Dailekh	8	2	10	5	3	1	0	1	0	0	0	0	0	0	0	0
	Total	19	3	22	10	8	2	0	1	0	1	0	0	0	0	0	0
	Province 5																
7	Palpa	12	4	16	11	2	0	0	1	0	1	0	1	0	0	0	0
8	Dang	25	3	28	17	6	2	0	1	0	0	0	2	0	0	0	0
9	Banke	15	1	16	6	2	2	1	0	0	4	1	0	0	0	0	0
	Total	52	8	60	34	10	4	1	2	0	5	1	3	0	0	0	0
	Province 4																
10	Baglung	19	0	19	16	2	0	0	0	0	1	0	0	0	0	0	0
11	Kaski	11	7	18	10	3	0	0	1	0	2	1	1	0	0	0	0
12	Syanja	12	2	14	13	0	0	0	0	0	0	0	1	0	0	0	0
	Total	42	9	51	39	5	0	0	1	0	3	1	2	0	0	0	0
	Province 3																
13	Nuwakot	8	1	9	3	4	0	2	0	0	0		0	0	0	0	0
14	Kathmandu	6	2	8	4	1	0	0	0	0	2	0	1	0	0	0	0
	Total	14	3	17	7	5	0	2	0	0	2	0	1	0	0	0	0
	Province 2																
15	Rautahat	19	3	22	3	1	9	7	0	0	0	1	0	1	0	0	0
16	Parsa	13	4	17	3	3	6	1	0	0	2	1	1	0	0	0	0
17	Dhanusha	16	3	19	4	1	8	5	0	0	0	0	1	0	0	0	0
	Total	48	10	58	10	5	23	13	0	0	2	2	2	1	0	0	0
	Province 1																
18	Morang	15	0	15	9	3	1	0	0	0	1	0	1	0	0	0	0
	Total	15	0	15	9	3	1	0	0	0	1	0	1	0	0	0	0
	Total	251	38	289	133	55	31	17	6	1	25	8	11	1	1	0	0

Abbreviations used in the above table

T/M B/C:	Tarai/Madhesh Brahman Chhetri
T/M:	Tarai/Madhesh
OBCs:	Other Backward Classes
T/M AJ:	Tarai/Madhesh Adibashi Janajati
M/H AJ:	Mountain/Hill Adibashi Janajati

BR:	Backward Region
DA:	Differently Abled People

Annex 7: GESI Disaggregation of RTI MIS Participants

RTI MIS Orientation Participants (GESI Wise)																			
Total No. of Participants:	2022																		
										T/M Other			Adibasi Janajati						
S.N.	Province 1	Organisation (Government)	Organisation (CSOs/NGOs/ Media)	Female	Male	Total	Hill Brahman	Hill Chettri	T/M B/C	Castes (OBCs)	Hill Dalit	Tarai Dalit	Newar	T/M AJ	M/H AJ	Muslim	Others	BR	DAP
1	Illampur*	55	6	2	59	61	23	12	0	3	2	0	2	12	6	1	0	0	0
2	Morang	173	53	30	196	226	121	34	19	17	0	3	11	10	9	0	2	0	0
3	Panchthar*	54	15	4	64	68	35	11	5	2	3	0	3	0	10	0	0	0	0
4	Taplejung*	53	7	6	54	60	31	6	1	1	2	0	3	0	16	0	0	0	0
5	Sankhuwasabha*	29	13	5	37	42	25	7	1	0	2	0	4	0	3	0	0	0	0
	Total	364	94	47	410	457	235	70	26	23	9	3	23	22	44	1	2	0	0
	Province 2																		
6	Saptari*	75	9	4	80	84	21	8	10	22	3	4	6	2	8	0	0	0	0
7	Parsa	146	63	3	206	209	55	23	45	32	1	3	19	12	7	11	1	0	0
8	Dhanusha	34	89	8	115	123	22	12	35	34	0	9	5	3	3	0	0	0	0
	Total	255	161	15	401	416	98	43	90	88	4	16	30	17	18	11	1	0	0
	Province 3																		
9	Nuwakot	72	1	11	62	73	39	11	1	3	0	0	9	4	6	0	0	0	0
	Total	72	1	11	62	73	39	11	1	3	0	0	9	4	6	0	0	0	0
	Province 4																		
10	Baglung	62	6	4	64	68	40	12	0	0	3	0	6	5	2	0	0	0	0
11	Kaski	114	56	34	136	170	118	13	0	1	6	0	10	5	16	1	0	0	0
12	Syanja	75	12	12	75	87	61	11	1	0	3	0	3	0	8	0	0	0	0
	Total	251	74	50	275	325	219	36	1	1	12	0	19	10	26	1	0	0	0
	Province 5																		
13	Palpa	93	46	25	114	139	93	24	1	4	4	0	6	1	6	0	0	0	0
14	Dang	23	2	3	22	25	15	4	1	0	2	0	1	2	0	0	0	0	0
15	Banke					0													
	Total	116	48	28	136	164	108	28	2	4	6	0	7	3	6	0	0	0	0
	Province 6																		
16	Surkhet	110	38	18	130	148	71	40	5	0	4	1	11	2	14	0	0	0	0
	Total	110	38	18	130	148	71	40	5	0	4	1	11	2	14	0	0	0	0
	Province 7																		
17	Kailali	63	7	2	68	70	35	17	3	1	2	1	6	2	3	0	0	0	0
18	Kanchanpur	127	4	12	119	131	72	23	4	4	1	3	11	0	11	0	2	0	0
19	Doti	147	12	22	138	160	51	46	1	2	13	0	31	2	13	0	1	0	0
20	Dadeldhura	56	22	7	71	78	37	25	0	0	1	1	4	4	6	0	0	0	0
	Total	393	45	43	396	439	195	111	8	7	17	5	52	8	33	0	2	0	0
	Total	1561	461	212	1810	2022	965	339	133	126	52	25	151	66	147	13	5	0	0

Abbreviations used in the above table

T/M B/C:	Tarai/Madhesh Brahman Chhetri
T/M:	Tarai/Madhesh
OBCs:	Other Backward Classes
T/M AJ:	Tarai/Madhesh Adibasi Janajati
M/H AJ:	Mountain/Hill Adibasi Janajati
BR:	Backward Region

DA:	Differently Abled People

*	*RTI Orientation Only*

Annex 8: GESI Disaggregation of RTI School Programme Participants

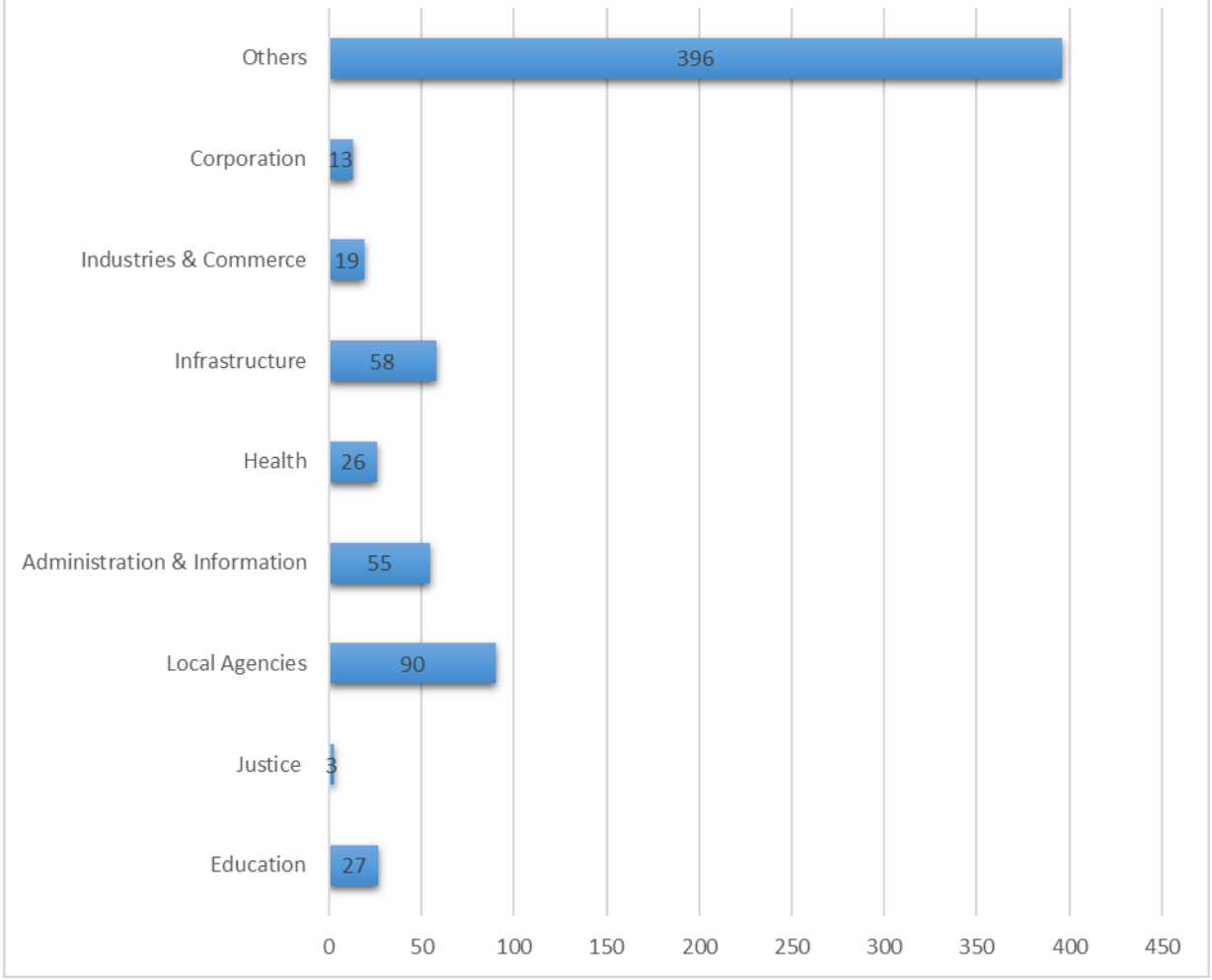
Province:	One to Seven
Total No. of Participants:	1854

S.N.	Province 1	Female	Male	Total	Hill Brahman	Hill Chettri	T/M B/C	T/M Other Castes (OBCs)	Hill Dalit	Tarai Dalit	Adibasi Janajati			Muslim	Others	BR	DAP
											Newar	T/M AJ	M/H AJ				
1	Udaypur, Jana Jyoti H.S.S	88	94	182	33	53	0	0	6	3	4	11	72	0	0	0	0
2	Illam, Shree Mahendra Ratna Bahumukhi Campus	119	80	199	97	30	0	0	3	0	3	1	65	0	0	0	0
3	Panchthar, Phidim Uchha Ma. Vi.	80	45	125	34	9	0	1	8	0	1	0	72	0	0	0	0
	Total	287	219	506	164	92	0	1	17	3	8	12	209	0	0	0	0
	Province 2																
	Total	0	0		0	0	0	0	0	0	0	0	0	0	0	0	0
	Province 3																
4	Sindhupalchowk, Shree Gyan Mandir Namuna H.S	57	68	125	28	14	0	0	7	0	42	0	34	0	0	0	0
5	Nuwakot,Tribhuvan Trishuli Higher Secondary School	51	30	81	12	14	1	1	8	2	5	0	38	0	0	0	0
6	Kavre	83	63	146	39	12	1	0	13	2	11	0	68	0	0	0	0
	Total	191	161	352	79	40	2	1	28	4	58	0	140	0	0	0	0
	Province 4																
7	Baglung,Bidhyamandir H.S.S	57	106	163	39	56	1	2	10	4	16	0	35	0	0	0	0
	Total	57	106	163	39	56	1	2	10	4	16	0	35	0	0	0	0
	Province 5																
8	Dang, Shree Rapti Awasiya Ma. Bi.	39	62	101	30	30	2	7	5	0	11	2	12	2	0	0	0
	Total	39	62	101	30	30	2	7	5	0	11	2	12	2	0	0	0
	Province 6																
9	Surkhet, Jana Uchha Ma. Vi.	53	117	170	49	89	0	0	6	0	4	0	22	0	0	0	0
	Total	53	117	170	49	89	0	0	6	0	4	0	22	0	0	0	0
	Province 7																
10	Kailali, Panchodaya H.S.S	108	126	234	41	56	12	7	11	3	23	63	16	0	2	0	0
11	Doti, Shree Padhya Public Mukti Narayan H.S.S	36	89	125	39	39	4	5	12	0	16	1	9	0	0	0	0
12	Kanchanpur, Baijanath Uchha Ma. Vi.	88	115	203	66	64	0	2	34	0	2	25	10	0	0	0	0
	Total	88	115	562	66	64	0	2	34	0	2	25	10	0	0	0	0
	Total	715	780	1854	427	371	5	13	100	11	99	39	428	2	0	0	0

Abbreviations used in the above table

T/M B/C:	Tarai/Madhesh Brahman Chhetri
T/M:	Tarai/Madhesh
OBCs:	Other Backward Classes
T/M AJ:	Tarai/Madhesh Adibashi Janajati
M/H AJ:	Mountain/Hill Adibashi Janajati
BR:	Backward Region
DA:	Differently Abled People

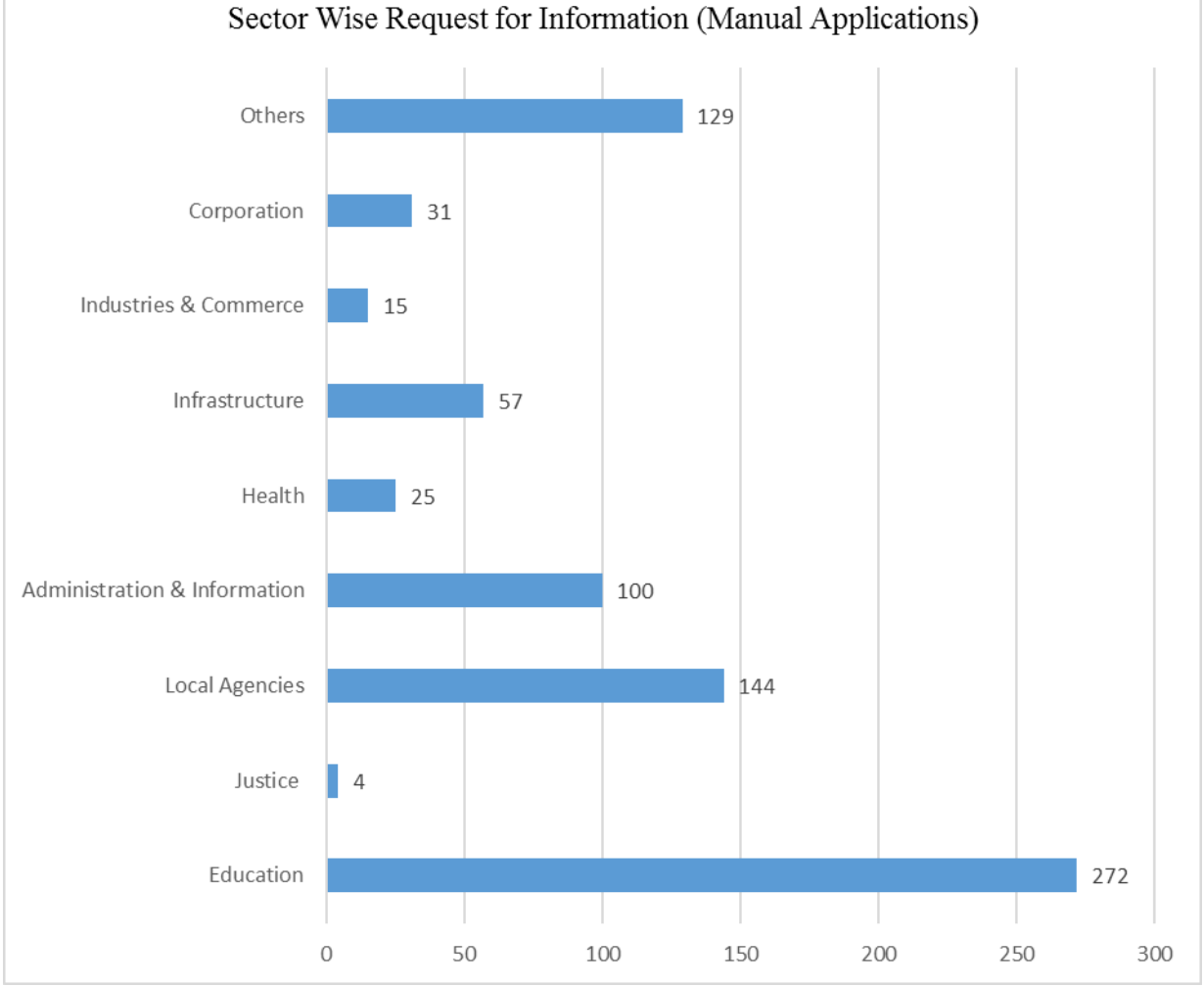
Annex 9: Sector Wise Request of Information received through MIS



Total Requests: 687

(*Classification of Sector Based on format developed by National Information Commission Officials)

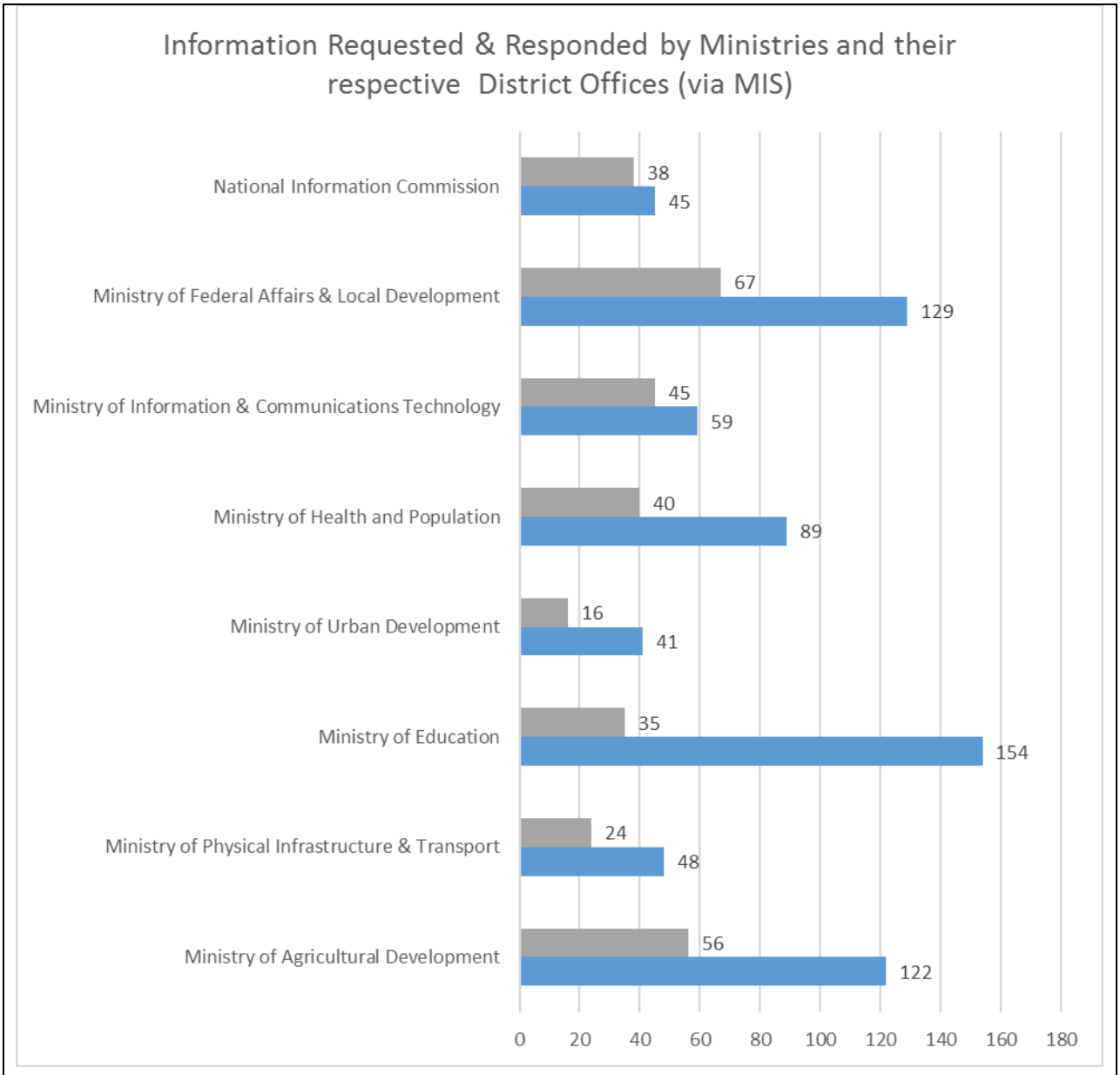
Annex 10: Sector Wise Request for Information received at NIC (Manual Applications)



Total requests: 777

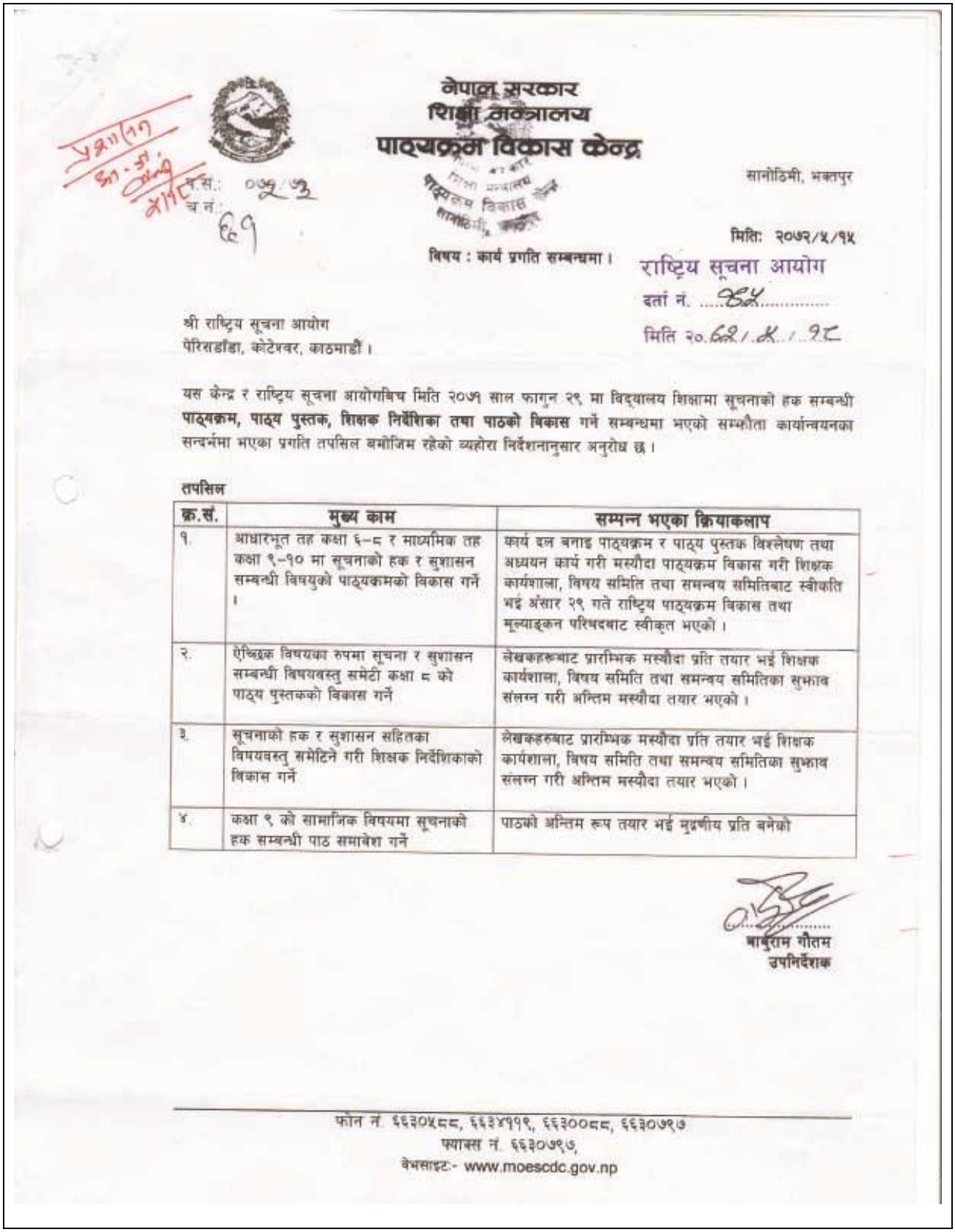
(*Manual Applications received in Fiscal Year 2070/071)

Annex 11: Information Requested and Responded by Ministries and their respective District Offices (via MIS)



Total Requests: 687; Responded Requests: 321 (Until 30th November, 2015)

Annex 12: Progress on RTI inclusion in School Curriculum



नेपाल सरकार
शिक्षा मन्त्रालय
पाठ्यक्रम विकास केन्द्र

सानोठिमी, भक्तपुर

च.नं. ६९

मितिः २०७२/५/१५

विषय : कार्य प्रगति सम्बन्धमा ।

राष्ट्रिय सूचना आयोग
दर्ता नं. ....९६४.....
मिति २०७२/५/१८

श्री राष्ट्रिय सूचना आयोग
पैरिसडाँडा, कोटेश्वर, काठमाडौं ।

यस केन्द्र र राष्ट्रिय सूचना आयोगबिच मिति २०७१ साल फागुन २९ मा विद्यालय शिक्षामा सूचनाको हक सम्बन्धी **पाठ्यक्रम, पाठ्य पुस्तक, शिक्षक निर्देशिका तथा पाठको विकास** गर्ने सम्बन्धमा भएको सम्झौता कार्यान्वयनका सन्दर्भमा भएका प्रगति तपसिल बमोजिम रहेको व्यहोरा निर्देशनानुसार अनुरोध छ ।

तपसिल

क्र.सं.	मुख्य काम	सम्पन्न भएका क्रियाकलाप
१.	आधारभूत तह कक्षा ६–८ र माध्यमिक तह कक्षा ९–१० मा सूचनाको हक र सुशासन सम्बन्धी विषयुको पाठ्यक्रमको विकास गर्ने ।	कार्य दल बनाइ पाठ्यक्रम र पाठ्य पुस्तक विश्लेषण तथा अध्ययन कार्य गरी मस्यौदा पाठ्यक्रम विकास गरी शिक्षक कार्यशाला, विषय समिति तथा समन्वय समितिबाट स्वीकृति भई अँसार २९ गते राष्ट्रिय पाठ्यक्रम विकास तथा मूल्याङ्कन परिषदबाट स्वीकृत भएको ।
२.	ऐच्छिक विषयका रुपमा सूचना र सुशासन सम्बन्धी विषयवस्तु समेटी कक्षा ८ को पाठ्य पुस्तकको विकास गर्ने	लेखकहरुबाट प्रारम्भिक मस्यौदा प्रति तयार भई शिक्षक कार्यशाला, विषय समिति तथा समन्वय समितिका सुझाव संलग्न गरी अन्तिम मस्यौदा तयार भएको ।
३.	सूचनाको हक र सुशासन सहितका विषयवस्तु समेटिने गरी शिक्षक निर्देशिकाको विकास गर्ने	लेखकहरुबाट प्रारम्भिक मस्यौदा प्रति तयार भई शिक्षक कार्यशाला, विषय समिति तथा समन्वय समितिका सुझाव संलग्न गरी अन्तिम मस्यौदा तयार भएको ।
४.	कक्षा ९ को सामाजिक विषयमा सूचनाको हक सम्बन्धी पाठ समावेश गर्ने	पाठको अन्तिम रूप तयार भई मुद्रणीय प्रति बनेको

बाबुराम गौतम
उपनिर्देशक

फोन नं. ६६३०५८८, ६६३४११९, ६६३००८८, ६६३०७९७
फ्याक्स नं. ६६३०७९७,
वेभसाइट:- www.moescdc.gov.np

६४

दिवाकर ढुङ्गेल
कार्यकारी निर्देशक

विश्वप्रकाश पण्डित
सचिव

राष्ट्रिय पाठ्यक्रम विकास तथा मूल्याङ्कन परिषद्को ६० औं बैठक

(२०७२ असार २९ गते मङ्गलबार) का

निर्णयहरू

१. पाठ्यक्रम विकास केन्द्रबाट तयार गरी परिषद्मा पेस भएको **"सूचनाको हक र सुशासन विषयको कक्षा ६-१० को पाठ्यक्रम"** परिषद्बाट प्राप्त सुझाव समावेश गरी कार्यान्वयन गर्न स्वीकृति प्रदान गर्ने ।

२. पाठ्यक्रम विकास केन्द्रबाट तयार गरी परिषद्मा पेस भएको **"आयुर्वेद विषयको कक्षा ६-८ को पाठ्यक्रम"** कार्यान्वयन गर्न स्वीकृति प्रदान गर्ने ।

३. पाठ्यक्रम विकास केन्द्रबाट तयार गरी परिषद्मा पेस भएको **"कक्षा १० को फलित ज्योतिष विषयको विशिष्टीकरण तालिका"** कार्यान्वयन गर्न स्वीकृति प्रदान गर्ने ।

४. पाठ्यक्रम विकास केन्द्रबाट तयार गरी परिषद्मा पेस भएको **"बौद्धिक अपाङ्गता भएका बाल बालिकाका लागि पाठ्यक्रम"** कार्यान्वयन गर्न स्वीकृति प्रदान गर्ने ।

५. पाठ्यक्रम विकास केन्द्रबाट तयार गरी परिषद्मा पेस भएको प्राविधिक तथा व्यावसायिक धारतर्फको कक्षा ९-१० को सङ्गीत विषयको हाल प्रस्ताव भएको दैहायबमोजिमको पाठ्यक्रम संरचना स्वीकृत गर्ने ।

पाठ्यक्रमको संरचना

(क) परिचय
(ख) सङ्गीत विषयको तहगत सक्षमता
(ग) पाठ्यक्रम ढाँचा (कक्षा ९ र १०)
(घ) पठन पाठनको समयावधि
(ङ) सिकाइ सहजीकरण प्रक्रिया
(च) मूल्याङ्कन प्रक्रिया
(छ) पाठ्यक्रम मूल्याङ्कन

६. प्राविधिक तथा व्यावसायिक धारमा यस पूर्व समावेश भएका विषयका अतिरिक्त सङ्गीत शिक्षा, खेलकुद शिक्षा, हस्पिटालिटी म्यानेजमेन्ट विषयलाई समावेश गर्न स्वीकृति प्रदान गर्ने ।

७. प्राविधिक तथा व्यावसायिक धारतर्फको नेपाली, अङ्ग्रेजी, गणित र विज्ञान विषयका साप्ताहिक पाठ्यभार ५-५ नै कायम गर्ने ।

Annex 13: District Offices & Number of MIS Participants

District Offices & Number of MIS Participants										
S.N	District	Name of District Office & Participants							Total	Remarks
		DADO	DUDBCO	RPD/DPO	DPHO/DHO	DDC	DEO	DIVISON ROAD		
1	Morang	2	N/A	3	2	4	3	1	15	*RPD*
2	Dhanusha	2	2	4	1	2	4	4	19	
3	Parsa	3	2	2	5	3	2	N/A	17	
4	Rautahat	1	N/A	2	14	2	2	1	22	*DHO*
5	Kathmandu*	1	2	0	1	3	1	0	8	*2 DUDBCO offices in Ktm, 1 completed*
6	Nuwakot	1	1	2	0	1	2	2	9	
7	Syanja	2	N/A	3	3	3	3	N/A	14	
8	Kaski	2	2	4	2	4	2	2	18	*RPD*
9	Baglung	2	3	3	2	3	4	2	19	
10	Banke	2	2	4	2	2	2	2	16	
11	Dang	5	4	4	3	4	3	5	28	
12	Palpa	2	2	3	3	3	2	1	16	*DHO*
13	Dailekh	2	N/A	2	2	2	2	N/A	10	
14	Surkhet	2	2	2	1	2	2	1	12	*RPD, DHO*
15	Dadeldhura	2	N/A	2	2	2	3	N/A	11	*DHO*
16	Doti	1	3	3	2	4	3	N/A	16	*DHO & RPD*
17	Kailali	3	4	4	3	5	3	N/A	22	
18	Kanchanpur	3	N/A	4	2	2	3	3	17	
Total Participants		38	29	51	50	51	46	24	289	

List of Abbreviations	
NA	Not Applicable
DADO	District Agriculture Development Office
DUDBCO	District Urban Development & Building Construction Office
RPD	Regional Postal Directorate
DPO	District Post Office
DHO	District Health Office
DPHO	District Public Health Office
DDC	District Development Committee
DEO	District Education Office

Number of Offices	
DADO	18
DUDBC	12
RPD/DPO	18
DPHO/DHO	17
DDC	18
DEO	18
DIV ROAD	11
Total	112