

Report 2016 on the issuance of public information by the Administration of the Government of Georgia in accordance with the requirements of Article 49 of the General Administrative Code of Georgia

In the reporting period, Administration of the Government of Georgia was conducting its activities in accordance with the requirements of the norms of the General Administrative Code of Georgia.

Requests concerning the issuance of public information generally referred to ordinances of Georgian Prime Minister, legislative initiatives, resolutions and decrees of the Government of Georgia, minutes of meeting of the Government of Georgia, official correspondence, decisions on applications from citizens, the expenses of the Administration of the Government of Georgia, and issues related to the remuneration of officials.

In the 2016 reporting period, a total of 227 written public information requests were filed, with three of them requesting to specify previously issued information. The Administration of the Government of Georgia reviewed and responded to 177 requests, in thirteen cases of which citizens were informed that the public information requested by them was not part of the records kept by the Administration of the Government of Georgia, and in four cases requests were denied. In making these decisions, the Administration of the Government of Georgia was guided by the Laws of Georgia on Personal Data Protection and on the Structure, Authority, and Rules of Operation of the Government of Georgia. In fifteen cases, the responses of the Administration of the Government of Georgia to requests were delayed in breach of the terms defined in the General Administrative Code of Georgia. In 29 cases requests were referred to the relevant authorized administrative bodies, in line with Article 80 of said code, while 21 requests were processed.

Decisions on denying public information requests were made by the leadership of the Administration of the Government of Georgia based on the positions of structural units and in line with the General Administrative Code of Georgia and applicable legislation. The January 26, 2015 Ordinance #22 of the Prime Minister of Georgia designates public servants responsible for ensuring access to public information at the Administration of the Government of Georgia and responding, within their purviews, to requests on information.

In response to refuse to issue public information, six administrative grievances and one lawsuit were filed, with requested information issued in response to three administrative grievances and the lawsuit above, with the review of administrative grievances terminated and the lawsuit called off. The remaining three administrative grievances remained unaddressed, though no court disputes followed. The Administration of the Government of Georgia incurred no expenses in relation to appealed decisions, including mandatory compensations in favor of

claimants. In issuing public information, the Administration of the Government of Georgia was guided by the Law of Georgia on Fees for Copying Public Information and the June 14, 2013 Ordinance #275 of the Head of the Administration of the Government of Georgia on Defining Minimal Amounts of Public Information Issued Free of Charge throughout the Year.

Given the specifics of work to be performed, the Administration of the Government of Georgia has accumulated databases, including the personal data of its employees, with access to these data granted to the relevant structural units within the limits of their capacities.

No disciplinary fines were imposed on responsible personnel of the Administration of the Government of Georgia for violating the requirements of the General Administrative Code of Georgia.

Pursuant to Article 12 of the Law of Georgia on the Structure, Authority, and Rules of Operation of the Government of Georgia, and based on the Ordinance of the Government of Georgia, the meetings of the Georgian Government are usually closed to the public. Consequently, the Government meetings throughout the reporting period were held in line with the law. No decision was made to hold open meetings of the Government of Georgia.

In addition, the website of the Georgian Government systematically posts the agendas and decisions of the meetings of the Government of Georgia. The Members of the Georgian Government held briefings after each Cabinet meeting. Under the Georgian Government's Open Governance initiative, the Members of the Georgian Government also held press conferences on the performance of the Government and individual agencies.

To ensure access to and proactive publication of information at the Administration of the Government of Georgia, the website of the Government of Georgia features a special section for public information posting, in line with the requirements of Georgian legislation, public information on the work of the Government's Administration.

The website also displays information on the changes and reforms carried out by the Government of Georgia since 2013 across a variety of spheres.