

Report 2018 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 legislative initiatives, ordinances of Georgian Prime Minister, resolutions and decrees of the Government of Georgia, minutes of meeting of the Government of Georgia, the expenses of the Administration of the Government of Georgia, and issues related to the remuneration of officials, and other official correspondence.

In the 2018 reporting period, a total of 169 written public information requests were filed, with two of them requesting to specify previously issued information. The Administration of the Government of Georgia reviewed and responded to 109 requests, in ten 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 one case requests were denied. In making these decisions, the Administration of the Government of Georgia was guided by the Law of Georgia on Personal Data Protection and the Tax Code of Georgia. In fourteen 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 28 cases requests were referred to the relevant authorized administrative bodies, in line with Article 80 of said code, while 32 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 August 6, 2018 Ordinance #301 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, one administrative grievance and four lawsuits were filed, with requested information issued in response to one administrative grievance and two lawsuits, with the review of administrative grievances terminated and the lawsuits called off. The remaining two lawsuits are pending in the court. 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.

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.