



Right To Information
Unit

Proactive Publication

Presented By
Kevin Henry





THE GLOBAL GOALS

16 PEACE, JUSTICE
AND STRONG
INSTITUTIONS



NATIONAL SUSTAINABLE DEVELOPMENT PLAN

SOCIETY PILLAR 6.7

Guarantee the public's right to information

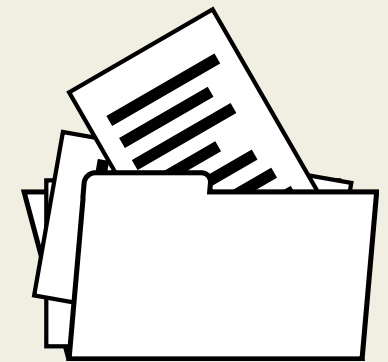
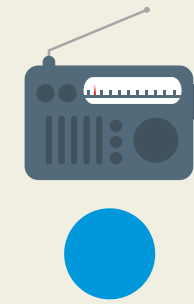
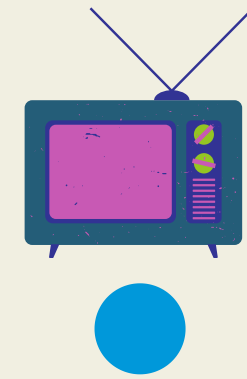
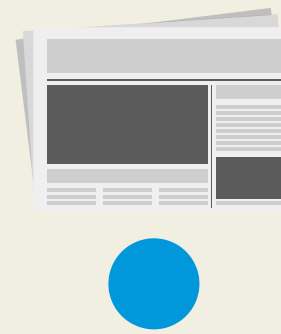


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Proactive Publication

Publishing information to avoid negative public reaction.
Be the first to inform the public.







125,366

2017 INTERNET SUBSCRIBERS

www.trbr.vu



Social media users in Vanuatu

May 2021



Facebook

109 900



Instagram

6 000



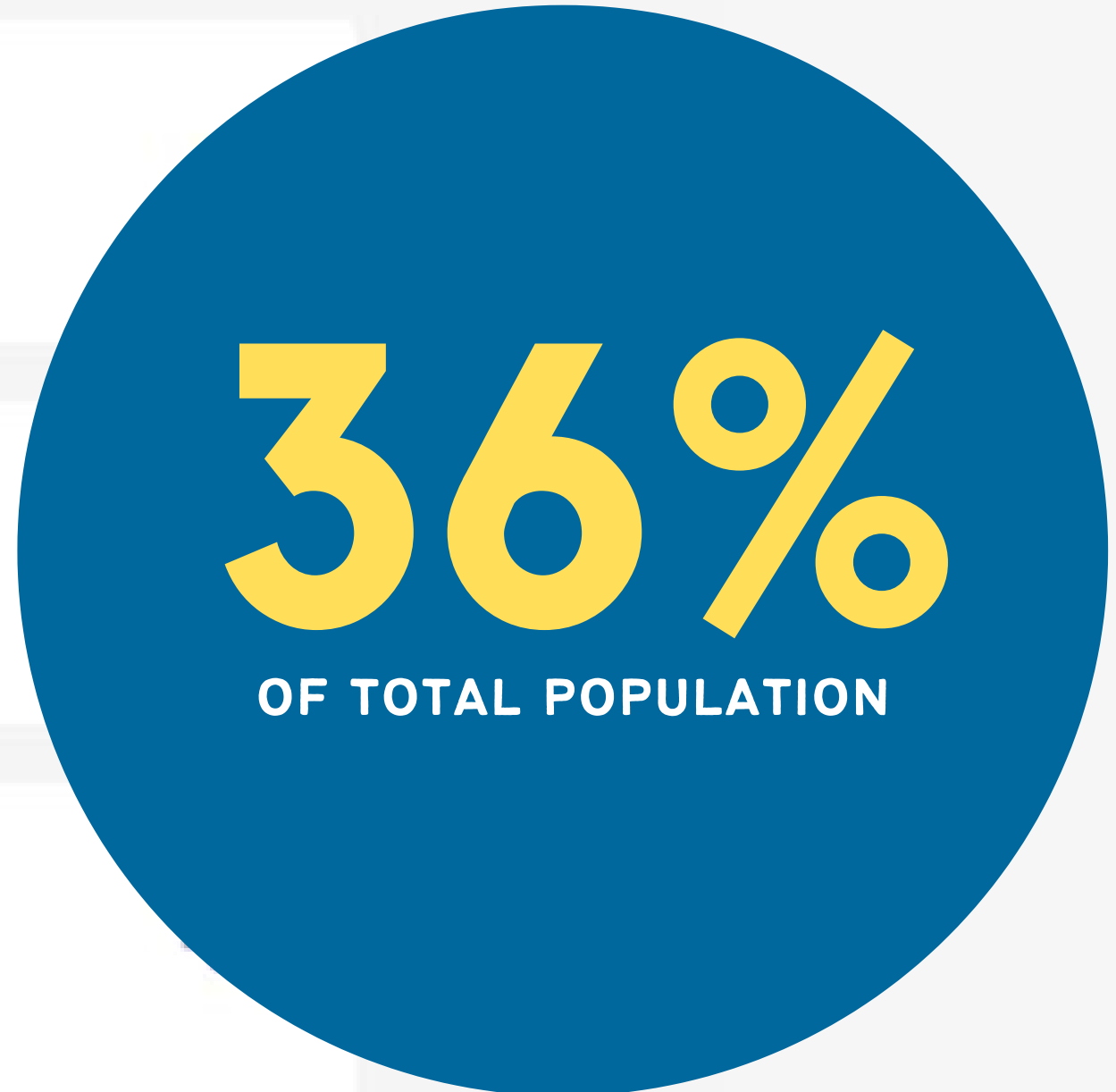
Messenger

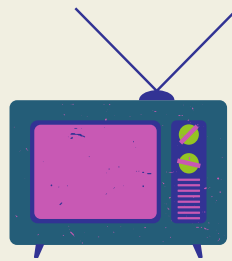
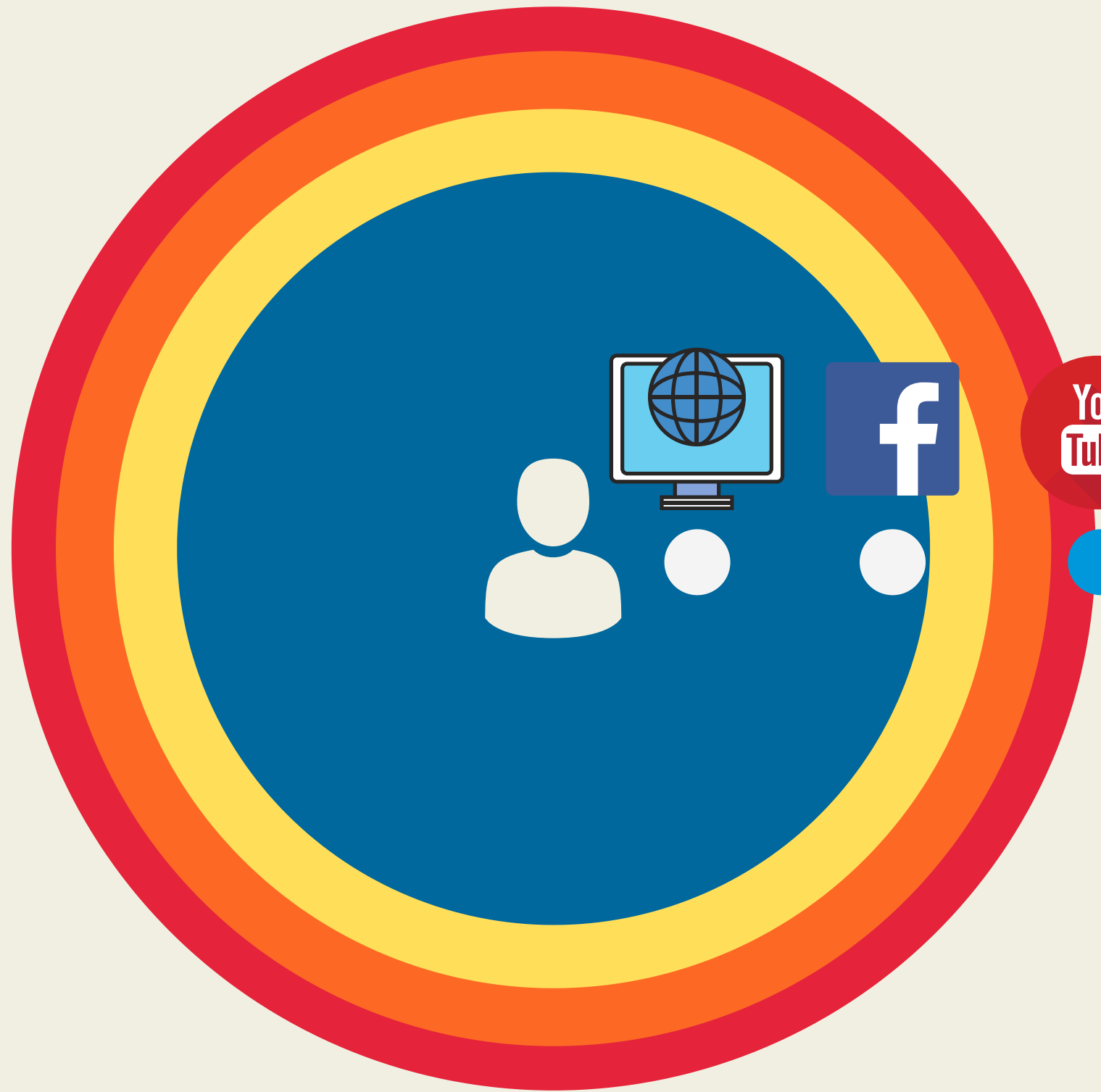
110 000



LinkedIn

17 070







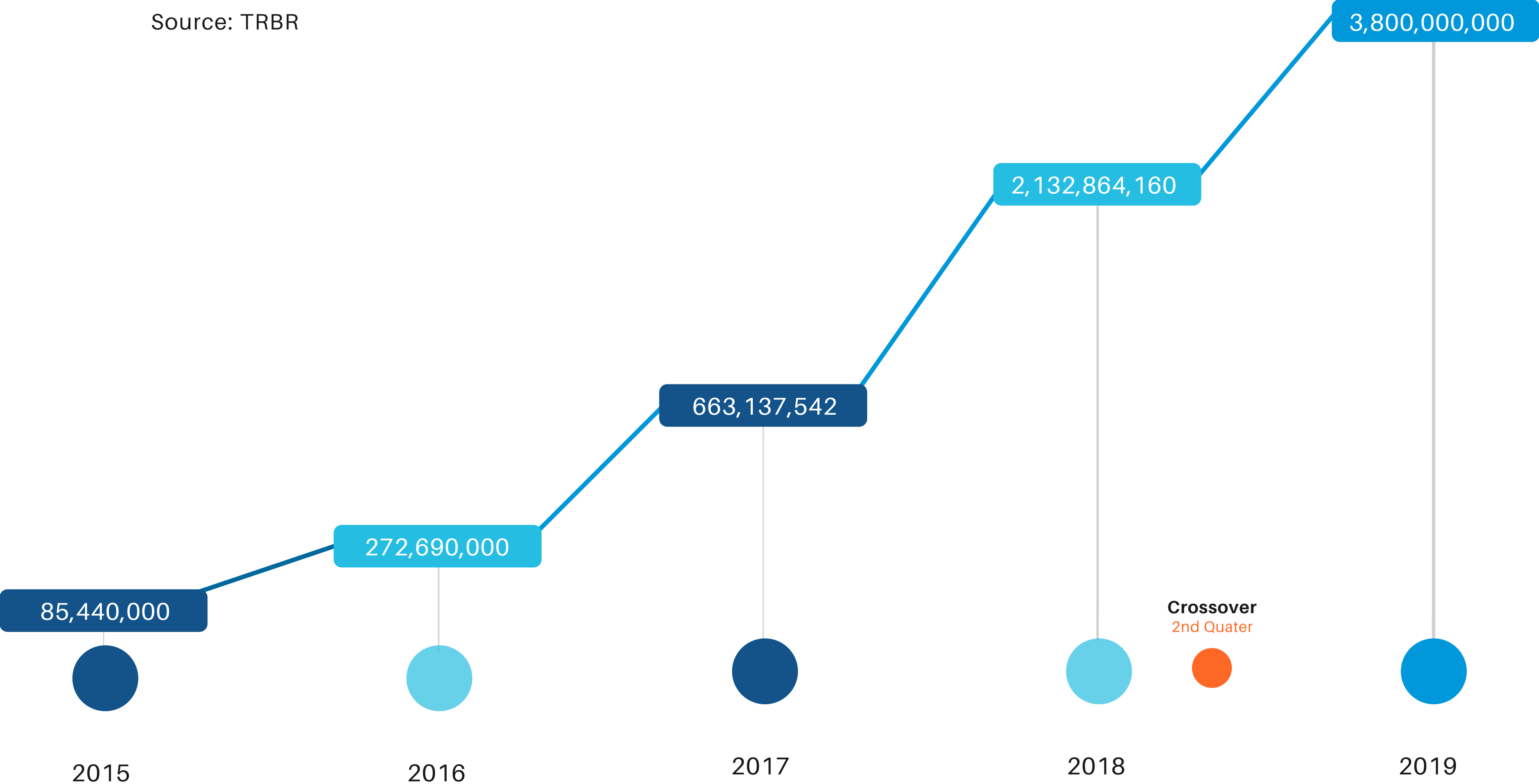
Crossover

The Telecommunications Radiocommunications & Broadcasting Regulator (TRBR) expected a cross over from mobile calls to mobile data as the go-to option in the last quarter of 2018.

The overall trend is seen to be declining – sms, mobile calls.

MOBILE DATA TRAFFIC (MB)

Source: TRBR



PART 2 DISCLOSURE AND ACCESS TO INFORMATION

Division 1 – Disclosure of Information

- 6 Disclosure of information by Government Agency or relevant private entity**
- (1) Subject to subsection 2(4), a Government agency or a relevant private entity must publish and disseminate an initial statement of its organization in each official language, including the following:

15 CATEGORIES of Information

Subject to subsection 2(4), a Government agency or a relevant private entity must publish and disseminate an initial statement of its organization in each official language, including the following:

-
- a.** A description of its structure and functions.
 - b.** A list of the entities falling under it including their location, opening hours, and subjects handled.
 - c.** The title, business address and contact details of the Principal Administrative Officer.
 - d.** The particulars of its finances.
 - e.** A directory of its officers and employees and a brief description of the functions and powers of its officers and employees.
 - f.** The procedure followed in the decision making process, including channels of supervision and accountability.
 - g.** A simple guide to its information-keeping system.
 - h.** A statement of the types and forms of information and categories of documents that are held by it or used by its officers and employees in the discharge of its function.
 - i.** Relevant details concerning any services it provides directly to members of the public.
 - j.** The content of all decisions or policies it has adopted which affect the public, along with the reasons for them, any authoritative interpretations of them and any important background material;
 - k.** The particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of its policy or implementation of its policies.
 - l.** the procedure to be followed in making an application for information, the particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use; and
 - m.** Any direct application or complaints mechanisms available to members of the public regarding acts or a failure to act by that Government agency or relevant private entity, along with a summary of any applications, complaints or other direct actions by members of the public and that Government agency or relevant private entity's response.
 - n.** The names, designations, contact details and other particulars of its Right to Information Officers.
 - o.** Such other information deemed necessary in the public interest or as may be prescribed by this Act or any other Act.

15 CATEGORIES of Information

- a. A description of its structure and functions.
- b. A list of the entities falling under it including their location, opening hours, and subjects handled.

Present the structure of your agency including a description of its functions

The agency has two other entities that fall under it, they are the Technical Support Department and the Field Department.

Technical Department
Nambatu Street
P.O Box 1234
Tel: 1234
Email: 1234@vanuatu.gov.vu

Monday - Friday
8AM - 5PM

The Technical Support Department assists the Field Staff with Scientific Research and Field Lab Tests.

- c. The title business address and contact details of the Principal Administrative Officer.

Director John Smith
Department of Research
Nambatu Street
P.O Box 1234
Tel: 1234

Email: sjohn@vanuatu.gov.vu
or 1234@vanuatu.gov.vu

- d. The particulars of its finances.

The Parliament of Vanuatu has appropriated VUV 200 Million to the Ministry of Research, VUV 100 Million is allocated to the Department of Research.

VUV 40 Million for Salaries
VUV 50 Million for Operational Costs
VUV 10 Million for Administrative Expenses

- e. A directory of its officers and employees and a brief description of the functions and powers of its officers and employees.

Sam Junior
Senior Technical Officer
jsam@vanuatu.gov.vu

The Senior Technical Officer supports and provides technical assistance to officers in the Technical Department.

He reports directly to the Director and is responsible for the functions and the operations of the Technical Department.

- f. The procedure followed in the decision making process, including channels of supervision and accountability.

The Field Staff are accountable to the the Senior Field Officer who is accountable to the Director.

15 CATEGORIES of Information

g. A simple guide to its information-keeping system.

We store our records in physical and digital form. You can access the digital records on the internet on our website or you can visit us at our office to physical records.

h. A statement of the types and forms of information and categories of documents that are held by it or used by its officers and employees in the discharge of its function.

The Department of Research creates and stores electronic and hard copy documents.

Types of information; policies, procedures and standards, briefings and reports, correspondence, meeting minutes and records, financial records, training and education material, employee records, operational records, images and videos, contracts, registers.

Categories of documents; administrative, business planning, training and education, financial management, human resources, legal, policy, operational

i. Relevant details concerning any services it provides directly to members of the public.

The Field Department delivers community awareness's based on research findings..

j. The content of all decisions or policies it has adopted which affect the public, along with the reasons for them, any authoritative interpretations of them and any important background material;

k. The particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of its policy or implementation of its policies.

l. The procedure to be followed in making an application for information, the particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.

Legislations & Policies:

1. Research Act
2. Research Policy 2021

It is important to publish and promote upcoming and regular community engagements that will assist decision makers.

A contact information can also be inserted to invite the public for comments and suggestions.

A page can be dedicated to this article with dates, locations, time-frames, and topics to be discussed and consulted on.

Insert into your website a note like this;

To make an application for a information please download the brochure in the language of your choice.

The 'CLICK HERE' must be linked to this URL:

<https://rti.gov.vu/index.php/en/resources/publications/brochures>

15 CATEGORIES of Information

- m.** Any direct application or complaints mechanisms available to members of the public regarding acts or a failure to act by that Government agency or relevant private entity, along with a summary of any applications, complaints or other direct actions by members of the public and that Government agency or relevant private entity's response.
- n.** The names, designations, contact details and other particulars of its Right to Information Officers.
- o.** Such other information deemed necessary in the public interest or as may be prescribed by this Act or any other Act.

You must insert into your website a complaints mechanism for your agency if s there is one.

If you have had complaints in the past, please insert, as an example, one of those complaints including how your agency responded to that complaint.

Brenda Steve
Right To Information Officer
Department of Research
Email: bsteve@vanuatu.gov.vu
Tel: 1234

Information of public interest via press releases, public announcements, radio shows, TV shows, community awareness's and any other medium's used by your agency.



What To Do

Publish the 15 Categories of Information on your public platforms.



MAINSTREAM

You can use the radio, television, newspapers to publish information on any of the 15 categories of information.



ONLINE

Online platforms that anyone can easily access like websites and social media platforms like Youtube, Facebook, Twitter and etc.



AWARENESS

Community awareness programs.

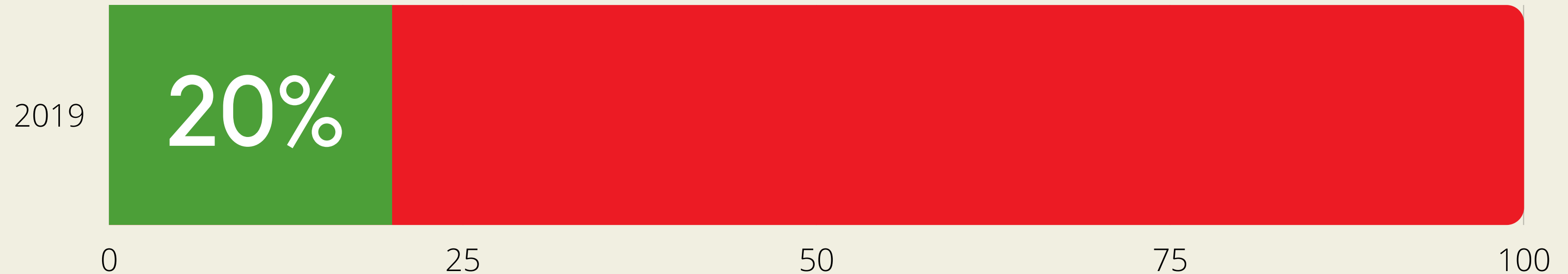
Website Proactive Assessment

The online assessment of websites that are administrated by Ministry's, Departments, and Units, to identify the status of their progress to achieve Section 6 of the Right To Information Act.

2019 Website Assessment

22 Websites

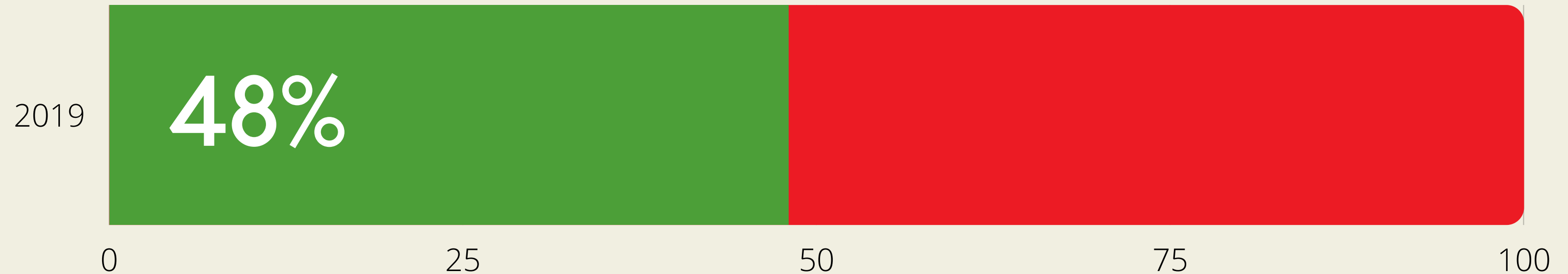
In 2019 the Right To Information Unit carried out its first assessment of government administrated websites to establish a baseline of their obligations to Section 6 of the Right To Information Act.



2020 Website Assessment

45 Websites

In 2020 the Right To Information Unit carried out its second assessment of government administrated websites to measure progress made and identify articles that need to be inserted into websites.



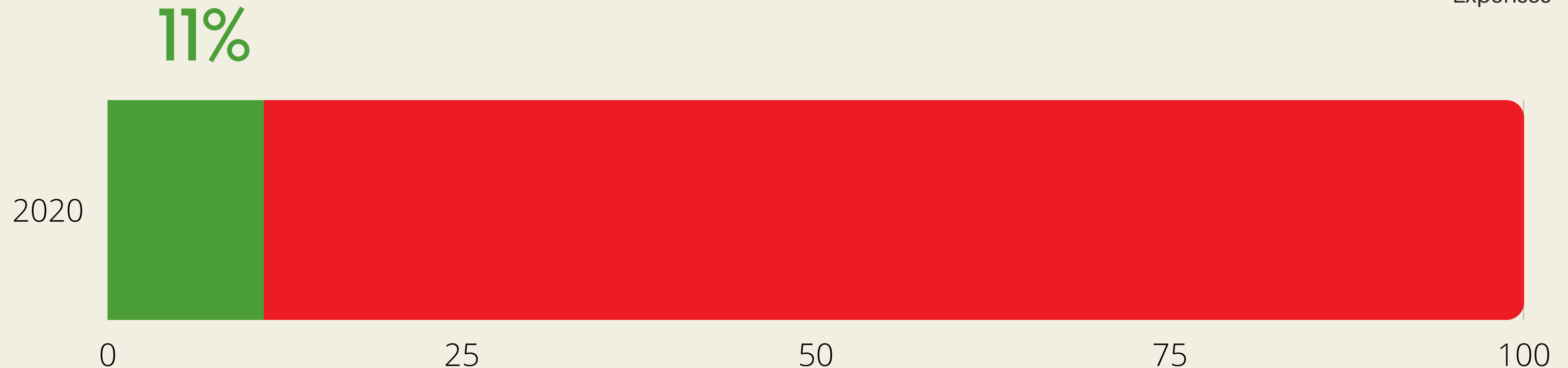
Budget

The particulars of your finance

45 Websites

The Parliament of Vanuatu has appropriated VUV 200 Million to the Ministry of Research, VUV 100 Million is allocated to the Department of Research.

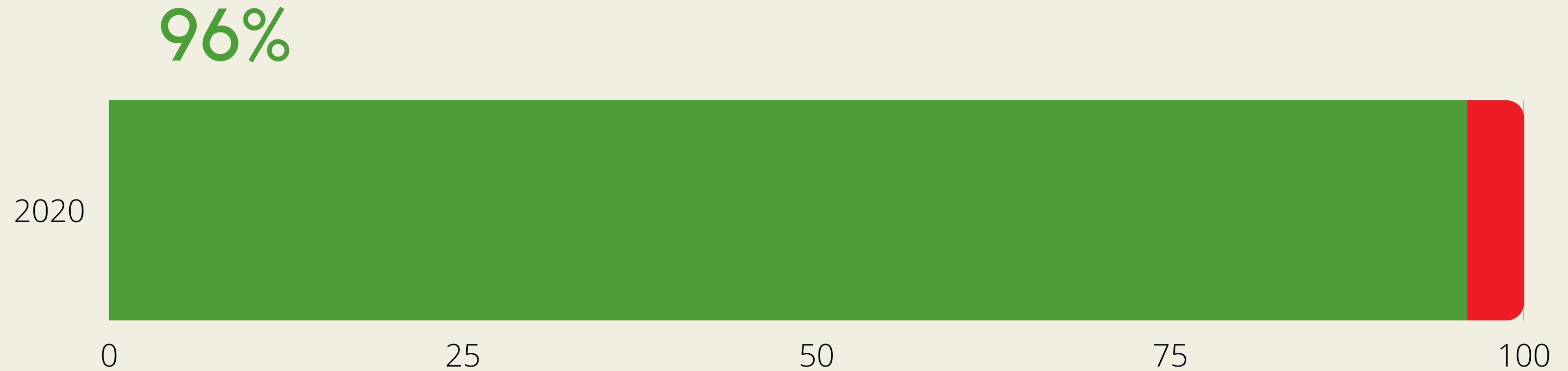
VUV 40 Million for Salaries
VUV 50 Million for Operational Costs
VUV 10 Million for Administrative Expenses



Services

Relevant details concerning any services it provides directly to members of the public.

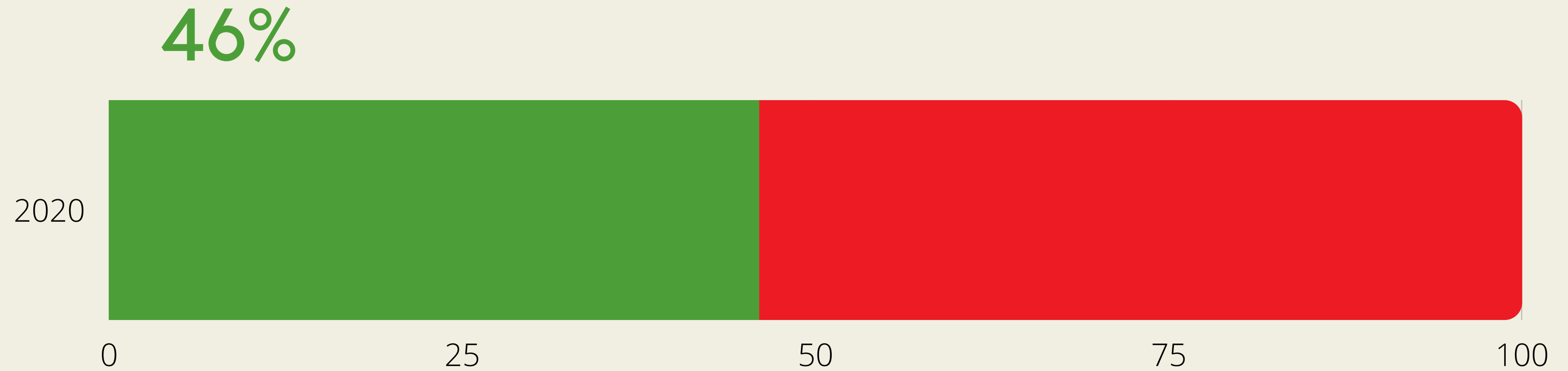
45 Websites



Principal Administrative Officer

45 Websites

The title, business address and contact details of the Principal Administrative Officer.

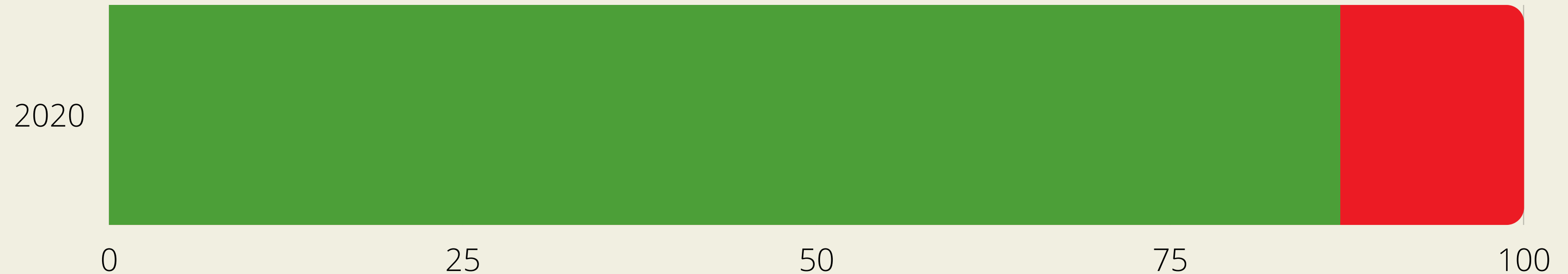


Legislations

The content of all decisions or policies it has adopted which affect the public, along with the reasons for them, any authoritative interpretations of them and any important background material;

45 Websites

87%

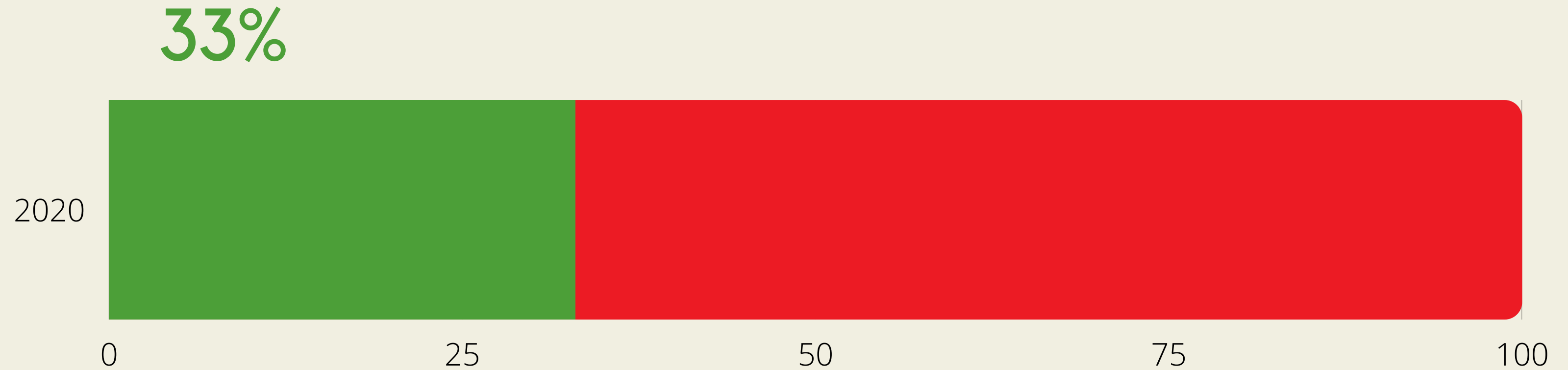


Proactive Publication
2020

Contact Details

A list of the entities falling under it including their location, opening hours, and subjects handled.

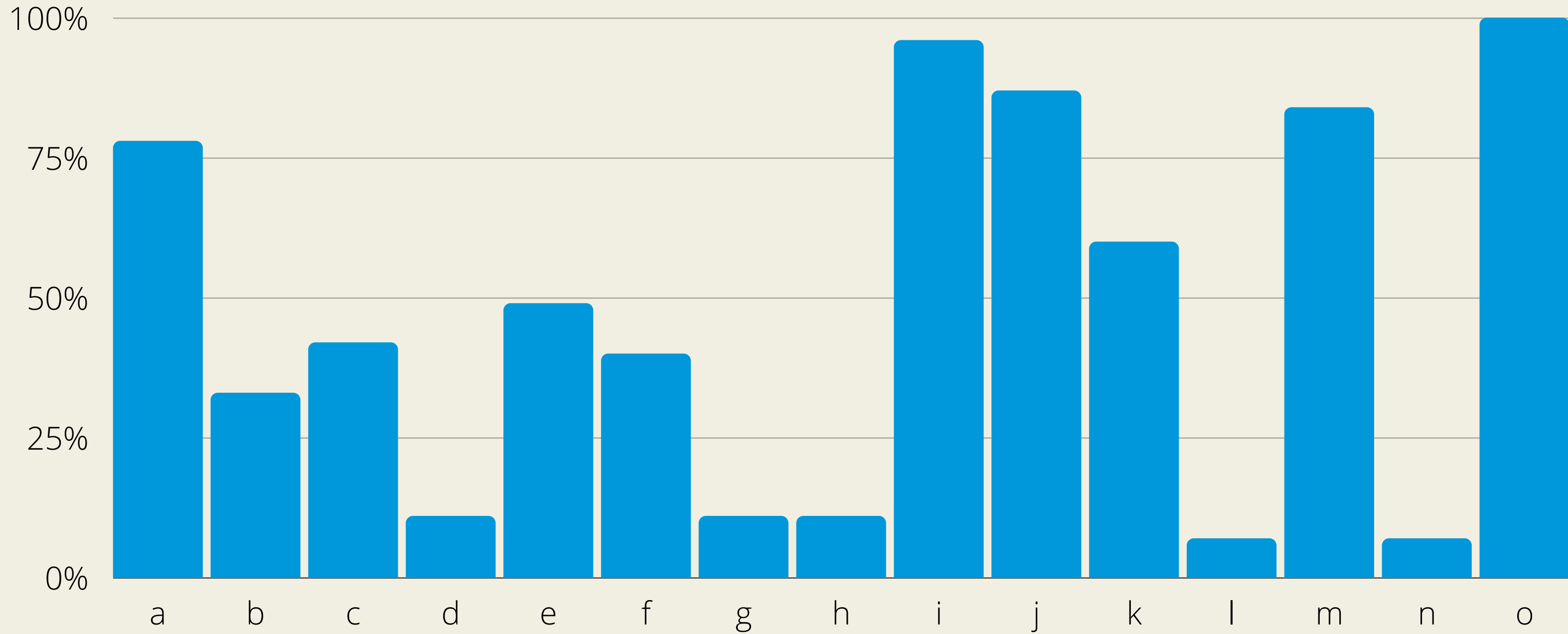
45 Websites



2020 Assessment

45 Websites

15 Categories of Information



rti.gov.vu

Website



Right To Information
Unit

Contact

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Publications Officer

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