Disclosure of Information Policy (OP-102)
Report on Implementation
and
Recommendation for Policy Review
November 3, 2009

I. INTRODUCTION

1.1 The Board of Executive Directors approved the Bank’s first Disclosure of Information Policy (Operational Policy OP-102, document GN-1831) in October 1994. After taking into account the Bank’s experience in the application of the policy, the demands of Bank stakeholders and changes in similar policies in comparator institutions, the Board approved a revised and considerably broadened Policy in November 2003 (document GN-1831-15). The policy was amended again in 2006 to incorporate a provision regarding disclosure of sanctions imposed by the Bank’s Sanctions Committee (document GN-1831-18).

1.2 In May 2005, the Office of External Relations (EXR) presented to the Board for information the first of what were planned to be annual Reports on Implementation of the Policy (document GN-1831-17). Management commitments undertaken in the context of that Report are described below in section II. In subsequent years, EXR has not prepared annual reports, for a number of reasons, including changes in the organizational structure of the Bank and in the project cycle, and changes within EXR itself. EXR hereby recommits to preparing annual reports on implementation of the policy, to be sent to the Board for information.

1.3 The policy has served the Bank well in terms of increased visibility. The software on the Bank’s Internet server indicates large increases in the number of visits to and “page views” of the information on the Projects module of the public website. Page views of these pages increased 112 percent during the first half of 2009 as compared with the same period in 2008 and now average 10,462 per day. Page views for all available Country Strategies, in all languages, increased by 418 percent in the first six months of 2009 as compared with the same period in 2008.

1.4 Beyond web traffic statistics, EXR estimates that it responded to approximately 2,400 inquiries via telephone, email, regular mail and personal visits during January-June 2009, a slight increase over the same period the previous year. Statistics on access to information required to be disclosed under the policy reflect trends in usage of the website overall. Under the “Topics” module on the external website, for instance, the three areas under which information is most often sought are education, environment and business. A recent web analytics report noted that traffic from member governments and international organizations is strong and that visits from users in Latin America constitutes up to 50 percent of the total for the website overall.
1.5 The purpose of this document is to: (a) report to the Board of Executive Directors on the implementation of the Policy as provided in the “presentation” document (GN-1831-13) that accompanied the policy when it was considered by the Board in 2003, b) notify the Board that certain documents disclosed by Management on an ad hoc basis in the past will be disclosed on a routine basis, and request the Board’s non-objection to the routine disclosure of certain additional documents, and c) propose that the Bank undertake a broad review of its Disclosure of Information Policy, as described in section IV.B. and in the Action Plan attached to this document.

1.6 Over the past 15 years, and in particular, over the nearly six years of implementation of the revised policy, the IDB has become a considerably more transparent institution. Communities that are directly affected by Bank operations have been able to influence and improve project design by providing feedback to their governments and directly to the Bank; media accounts of Bank-financed projects and Bank activities in general have become more fact-based; and diverse audiences ranging from potential investors to cofinanciers to civil society groups have credited the Bank for its commitment to providing to the public information that is timely, useful and accurate. In all member countries, but, given the fiduciary aspects of the Bank’s operational program, especially among borrowing member countries, the implementation of the Policy has helped the Bank to lead by example regarding standards and practices related to information access and disclosure.

1.7 EXR conducted a user survey in 2005-2006 in which 65 percent of respondents characterized the timeliness, content and accessibility of information required to be disclosed under the policy as “very good” or “excellent.”

1.8 The UK-based Global Accountability Report reviewed the disclosure policies of various MDBs in 2006, 2007 and 2008. The IDB was reviewed in 2007, receiving an overall score of 68, high in comparison with other intergovernmental organizations in general, and in the mid-range of scores for MDBs.

1.9 Nevertheless, in the field of access to information, swiftly evolving in the Region and among the international financial institutions, it is not only appropriate but also necessary, to revisit the policy periodically. Thus the report identifies a series of issues, some related to procedure and some related to the Policy itself that have arisen during implementation, and proposes immediate changes in practices related to disclosure, as well as an action plan for a broad review and proposed revisions to the Policy.

1.10 The report has five sections. The first is this introduction, with background on the policy; the second reports on the status of implementation of the Policy; the third describes changes in procedural aspects of its implementation that Management is adopting; the fourth reports on actions by Management to routinely disclose certain Management-approved documents not specifically included on the “positive list” of information that is automatically disclosed to the public, requests the Board of Executive Directors’ non-objection to disclose certain information that is not within Management’s approval or decision-making authority, and proposes that the Bank
undertake a comprehensive review of the Policy in the near term. The fifth section contains concluding recommendations for the Board’s consideration.

II. STATUS OF IMPLEMENTATION

2.1 Most of the concerns identified in the “Issues in Implementation” and “Recommendations” sections of the May 2005 Implementation Report (GN-1831-17) have been satisfactorily addressed--two, in particular, are specifically noted below.

A. Follow-up to 2005 Report

2.2 Projects Module on the IDB website
As anticipated in section B of the 2005 document, in June of that year EXR launched the new projects module on the Bank’s external website, allowing the public to capture for the first time, information on all operations dating back to 1960. The current module allows users to obtain consolidated information regarding the technical, financial, environmental, and legal-institutional aspects of a project in one place. For projects approved after January 1, 1995, the module also includes a display of all documents associated with that operation in a single profile screen. The public can search for information according to various criteria.

2.3 Decentralization of Responsibility for Disclosure/Publication of Documents
While EXR retains primary responsibility for implementation of the Disclosure of Information Policy (Document GN-1831-18, para. III.E.4), as of July 2005 it no longer posts the vast majority of documents required to be disclosed, as it had done previously. The originators of the various kinds of documents and information are now responsible for the logistical aspects of posting the documents required to be disclosed under the policy.

2.4 EXR offered a series of workshops and technical training sessions in the use of IDBDOCS and policy implementation in general during May-June 2005, and continues to provide regular guidance to staff on these aspects. Use of the IDBDOCS system for purposes of implementation of the policy has proven effective.

2.5 With the changes in the nomenclature of documents arising from modifications to the project cycle, however, and the fact that many Team Leaders are now located in Country Offices, where they have not yet received specific training in the publication of documents on the website, the level of awareness of the policy’s requirements has declined.

2.6 EXR is working with the Office of Knowledge and Learning to implement a series of short in-person and web-based training sessions beginning January 1, 2010 for all staff affected by the policy. The imminent issuance of a new version of the Implementation Instructions will also help increase awareness of the roles and responsibilities for all staff.
2.7 Availability of operations-related documents in Portuguese for Brazil and French for Haiti. Management did not pursue this initiative and no budget was subsequently either sought or assigned to implement it.

2.8 Information on Projects in Execution
As noted under the heading “Quality of Information” in the 2005 report, there is a need to provide qualitative information on project implementation in addition to the disbursement statistics available on the external website. In 2006-2008, Management developed a proposal to disclose a component of the former Project Performance and Monitoring Report (PPMR). With approval of the Development Effectiveness Framework in 2008 and the replacement of the PPMR with the new Project Monitoring Report (PMR), the proposal was abandoned. EXR is collaborating with the Office of Strategic Planning and Development Effectiveness on the development of a new product providing information to the public on the status of projects in the active loan portfolio.

2.9 Automated system to ensure policy compliance
Given the increasing amounts of information required to be disclosed under the policy and the scarce resources assigned to the Public Information Center (PIC), there is a need for a systematized means of verifying that documents are being disclosed (in effect, posted by their authors or originating departments on the Bank’s external website) in a timely way. Currently, implementation is verified by the PIC based on a review of agendas, minutes and databases in various and sundry locations on the Bank’s intranet.

2.10 EXR is working with the Information Technology Department (ITE) to create a report, by January 2010 that would permit the PIC to determine whether operations-related documents have been posted on the Bank’s website in accordance with the policy (see Action Plan, page 9, “Procedural Issues”).

B. Information Disclosure via the Country Offices

2.11 The role the Country Offices should play in the implementation of the policy is important in terms of the Bank’s image in the region. All Country Office Representatives have designated a staff member responsible for implementation of the Policy and for ensuring that inquiries are responded to promptly. While EXR has provided support from headquarters to these designated staff in the interpretation and implementation of the Policy, training is needed for both Country Office and headquarters staff. EXR will prepare training materials similar to those used the last time it conducted training (in 2005, for operations-related staff in general and with ITE, for project assistants using IDBDOCS, in particular), this time making use of videoconferences for Country Office staff. (see Action Plan, page 9, “Procedural Issues”)

III. PROCEDURAL ISSUES
3.1 EXR published a document containing instructions to Bank staff for implementation of the policy on the Bank’s website in July 2005. While the Instructions have proven a useful guide for helping staff understand their responsibilities and the technical means for fulfilling those responsibilities, staff turnover, changes in the project cycle, and experience in interacting with the public, have indicated that certain modifications are in order.

3.2 Accordingly, a new version of the Instructions will be circulated to staff within two weeks of the date on which this report is being sent to the Board of Executive Directors. The principal changes in the new version of the Instructions are:

A. Deadlines for publishing information

3.3 The deadlines for publishing documents and information related to projects have been revised. The approval of loan proposals and technical cooperation plans of operation, in particular, is accompanied by the issue of a press release the same day, such that the associated documents are now required to be disclosed within five working days.

B. Principle of Responding to all Inquiries and Timeframe for Acknowledgement of receipt of Request for Information

3.4 EXR has amended the Instructions to include a statement that all requests for information under the policy will be acknowledged in writing or fulfilled by Bank staff within ten (10) calendar days. Bank staff will provide a final response to all requests for information under the policy within 30 calendar days.

C. Archives

3.5 The current policy (paragraph III.E.2) requires that public-sector project-related documents approved prior to January 1, 1995 may not be disclosed to the public without the authorization of the government, case by case. In practice, delays in obtaining such authorization have led to unnecessary lags in responding to inquiries, which proves harmful to clients and damages the Bank’s image.

3.6 The Instructions have been revised to provide that requests to borrowers or beneficiaries to release information created prior to January 1, 1995, are subject to a deadline of 30 calendar days for the borrower or beneficiary to provide a written reply (with written notice to this effect given to the government at the time the request is transmitted). If no reply has been received by that date, EXR will disclose the information, subject to the applicable restrictions of the policy. In circumstances in which EXR believes there is a reason why a borrower or beneficiary will not be able to respond within 30 calendar days, or upon express request by the government, Management may increase the response deadline to up to 60 calendar days.

D. Blanket Requests
3.7 With the aim of responding more rapidly EXR has limited requests for documents created prior to 1995 to no more than ten documents at a time, from no more than three different countries, in any six-month period. This allows the PIC and relevant Country Offices to “group” requests for non-objection to the release of documents when approaching borrowers or beneficiaries.

E. Project Completion Reports (PCRs)

3.8 Of all of the types of documents required to be disclosed under the current policy, EXR has noted that the greatest need for improving consistency of compliance involves Project Completion Reports. Mostly, this is because of the unusual degree of complexity in the processes for preparing and approving the PCRs.

3.9 In the revised Instructions, EXR has directed that at the end of each month, the departmental public information contacts send to the PIC a list of the PCRs that have been approved.

F. Conforming revisions

3.10 Changes in the project cycle have included changes in nomenclature of certain operational documents. Both in the revised Instructions and in the text of OP-102, Management has deleted references to documents no longer produced and updated other names and titles.

IV. ADDITIONAL DISCLOSURE AND POLICY REVIEW

4.1 As mentioned in the Introduction, rapid changes in the region and among the international financial institutions regarding access to information and the standards and principles that govern its availability, imply the need to update and review the Bank’s Disclosure of Information Policy. As noted earlier, it is imperative that the Bank lead by example in its work in the region, and that our Policy be on a par with the best information access legislation and practice in both borrowing and non-borrowing member countries.

4.2 This section identifies a number of types of information or documents that EXR has disclosed on an ad hoc basis in the past and that Management has decided to disclose on a routine basis consistent with the Policy’s presumption in favor of disclosure, even though they are not included on the “positive list” contained in the existing Policy. Management also proposes to begin to make available to the public on a routine basis two types of information that have not been disclosed by the Bank in the past. To the extent that certain of these documents are not within Management’s authority to review and approve, the Board’s non-objection to their disclosure is requested. The section closes with the recommendation that the Bank undertake a comprehensive review of the Policy in the near term.

A. Additional Documents to be Automatically Disclosed
Consistent with the basic principle that information concerning the Bank and its activities will be made available to the public in the absence of a compelling reason for confidentiality (document GN-1831-18, section II), Management has decided that the documents listed in paragraph 4.4 below, previously disclosed by EXR on an ad hoc basis, should be routinely made available to the public, subject to the restrictions set forth in the Disclosure of Information Policy (document GN-1831-18, section III.D). In addition, Management proposes that the Bank begin disclosing on a routine basis the information, not previously disclosed, described in paragraph 4.5

Pursuant to paragraph III.E.6 of the Disclosure of Information Policy, the Bank may decide as a matter of practice to disclose information or documents which are not specifically named in the “positive list” set forth in sections III.A., B. and C., subject to the restrictions set forth in the Policy. Under this provision, EXR has since 2005 disclosed on an ad hoc basis a number of types of documents that are not named specifically in the “positive list” of document types in the Policy. Because their disclosure has redounded to the benefit of the Bank and its clients, Management has decided that disclosure of these documents should continue on a routine and automatic basis, subject only to the restrictions contained in the Policy. These documents include:

a. Final, approved versions of Country Environmental Assessments. These documents, prepared by the Vice Presidency for Sectors and Knowledge, are used as inputs in the formulation of Country Strategies.

b. Final, approved versions of Country Procurement Assessment Reports. These documents are prepared jointly by the World Bank and the Procurement Office of the IDB’s Vice Presidency for Countries and are used as inputs in the preparation of IDB Country Strategies.

c. Resolutions of the Board of Governors, once formally adopted.

d. Resettlement Plans (as ordered during the screening by ESG of proposed operations), for the projects that require them.

e. The component of the final, approved versions of the documents related to the performance-based allocation criteria for concessional loan resources that describe the methodological considerations and criteria used to calculate the formula for the allocation of these resources for eligible member countries.

f. Notices for public consultation on draft operational strategies and sector or operational policies (which are themselves disclosed under section III.A.1 of the current Policy).

In addition, in order to increase transparency regarding the operations and decision-making of the Bank, especially with regard to the allocation of budgetary resources, Management proposes that the Bank begin disclosure, on a routine basis, of the following:
a) Salaries of the President, Executive Vice President and Vice Presidents of the Bank, and information on the staff salary structure with grades and representative job titles.

b) The final, approved version of the document containing the Bank’s Annual Program and Budget and accompanying Report of the Chairman of the Committee on Budget and Financial Policies of the Board, with information identified by Management or the Board as confidential segregated and not disclosed. In the past two to three years other multilateral development banks have disclosed the bulk of their administrative budget documents, segregating only minor portions in a confidential annex, and Management believes that the IDB should follow suit.

4.6 Since the documents listed in paragraph 4.5 above are not approved by Management, the non-objection of the Board of Executive Directors to their disclosure is requested.

B. Review of the Policy

4.7 Experience in the implementation of the current Policy demonstrates the need not only for regular reporting and updates, but also, as noted above, periodic comprehensive review by both Management and the Board of Executive Directors to ensure that the policy and Bank practice are based on international best practice—including taking into consideration the experiences and policies of other international financial institutions—and that the Bank is able to provide policy advice to governments confident that its own standards are at least as high as those established in national access to information legislation.

4.8 As proposed below, a comprehensive review of the Policy should include a comparison with the contents and implementation of the policies of comparable organizations, with recommendations to bring IDB Policy to the forefront of international best practices.

4.9 Management will prepare a Profile of a new policy for presentation to the Board, to include a proposal for a public consultation.

V. RECOMMENDATIONS

5.1 Based on the foregoing, Management recommends that the Board of Executive Directors: a) take note of Management’s report on implementation of the Disclosure of Information Policy presented in section II of this document, as well as Management’s decision to adopt administrative measures on implementation described in section III; b) pursuant to sections II and III.E.6 of the Policy and

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1 Although the documents named in section 4.4c are not approved by Management, their disclosure is authorized under the provisions of section III.C.1 of the current Policy.
subject to the restrictions set forth in section III.D thereof, take note of Management’s decision to make available to the public on a routine basis the documents and information described in paragraph 4.4 and express its non-objection to the routine disclosure of the documents contained in paragraph 4.5; and c) endorse Management’s intention to undertake a broad review of the Bank’s Disclosure of Information Policy, as described in section IV.B and in the Action Plan below.
## Action Plan

### A. Procedural Issues

<table>
<thead>
<tr>
<th>Action</th>
<th>Department(s) responsible for presentation and implementation</th>
<th>Effective Date</th>
<th>Budgetary Impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Issue revised Instructions for Policy implementation, including provisions of section III, above</td>
<td>EXR</td>
<td>November 11, 2009</td>
<td>No</td>
</tr>
<tr>
<td>Create system for monitoring and automatic control to help ensure policy compliance (paragraph 2.9)</td>
<td>EXR/ITS</td>
<td>January 31, 2010</td>
<td>Yes (ITE)</td>
</tr>
<tr>
<td>Training for Country Office and headquarters staff to improve awareness of Policy requirements (paragraph 2.10)</td>
<td>EXR/KNL</td>
<td>January 1-31, 2010</td>
<td>Yes (EXR/KNL)</td>
</tr>
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### B. Authorization for Disclosure

| Consideration by Board of proposal to routinely disclose documents described in paragraph 4.5                                              | EXR/LEG                                                         | December 1, 2009     | TBD              |

### C. Policy Review

| Policy Profile and public consultation proposal to Board of Executive Directors                                                              | EXR/LEG                                                         | February 15, 2010    | No               |
| Public consultation on draft Policy revisions                                                                                               | EXR/LEG/KNL                                                    | March 1-May 30, 2010 | Yes, TBD         |