SEC/ATI continues to provide training on the Access to Information Policy
To provide Bank staff with effective tools that contribute to a better understanding of the policy and its application, the Access to Information Section (SEC/ATI) continued to offer training workshops during 2013. In November, it held a workshop for staff from the Legal Department (LEG). There are legal considerations involved in the application of the policy that need to be kept in mind, for example, the treatment of information classified as confidential. This explains the importance of the close cooperation that SEC/ATI is developing with LEG on policy rules and their proper application. Fifty staff members took part in the training session, including Jorge Alers, the Bank’s General Counsel. Along the same line and with the support of the Vice Presidency for Sectors and Knowledge (VPS), SEC/ATI and the Office of Institutional Integrity (OII), have been working in tandem on an upcoming workshop for project team leaders called, “Access to Information Policy and Integrity Risk Management.” The purpose of the workshop is to familiarize project team leaders with tools and techniques related to the Access to Information Policy and integrity risk management, which can be used to address these subjects in their projects. These are often very sensitive matters that are difficult to approach with the counterparts. The training will begin at the end of January 2014.

Training for the Legal Department. Fifty staff took part—record attendance for a training session of this kind.

Meeting of Focal Points held on 12 December 2013, with about 25 participants.

Version three of the Departmental Classification Instructions
In mid-December 2013, SEC/ATI sent the Access to Information Committee (AIC) the third version of the Departmental Classification Instructions. The process began during the second half of 2013, involving work by vice presidencies, departments, and units to prepare this version, which includes new information on some departments/units that updated information on the classification of their documents. Proper classification by Bank staff is fundamental for ensuring that the policy is properly applied. Therefore, the departmental classification instructions are a key support tool for this purpose. Having an up-to-date document containing the instructions is a priority for SEC/ATI. In March 2013, the AIC approved the document for the first time, which contains detailed information on the types of documents and the classification categories assigned to them, and is an important guide for staff.
SEC/ATI has updated its Intranet site with a new look and more information

SEC/ATI updated its Intranet page located on the Office of the Secretary’s website, to provide more information for internal users. The update consisted of adding information and publicizing the tools available to users in the Bank. For example, the page includes policy documents, new procedures, instructions, and other materials. We invite you to visit and explore the SEC/ATI site. If you are looking for something you can’t find, write to us at sec-ati@iadb.org so we can include it in the next update.

A survey is launched on the Access to Information website

The main tool for disseminating information is the Bank’s external website. Having a website that meets the high standard of accessibility to information sought by users is a fundamental task. To that end, SEC/ATI is asking external Bank stakeholders to comment on how to improve the page. Beginning on 1 January 2014, the public is invited to visit www.iadb.org/acceso, click on “Survey,” and answer five questions. The questions range from the general to the specific, such as “How would you rate your experience obtaining information from the IDB’s website?” to “How would you rate the Bank’s new Access to Information webpage?” The general results of the survey will help to improve the experience of users seeking information and to enhance the website.

Startup of the automatic publication compliance system

After several years of effort since the start of the policy’s implementation, the automatic publication compliance system has been started up, which will generate reports on compliance with the timelines for document publication. SEC/ATI has been working jointly with the Information Technology Department (ITE) and in coordination with the Vice Presidency for Sectors and Knowledge (VPS) and the Vice Presidency for Countries (VPC), to create this automatic system which, in the initial stage, will be applied to certain key documents whose disclosure is required in a timely manner, for example loan proposals for sovereign guaranteed operations, which are required to be disclosed simultaneously with their distribution to the Board of Executive Directors. In addition to developing the system, the work of the VPS and VPC teams has been facilitated through modifications to the OPUS (Operations Update System) and DDR (Document distribution request) systems to include sending reminders to the project teams to publish the documents at the start of the period established in the policy.
Toby Mendel spoke to policy stakeholders about world trends in access to information and best practices

Toby Mendel, appointed by the Board of Executive Directors as one of the members of the Access to Information Policy External Review Panel, spoke to policy stakeholders in the Bank on Wednesday 25 September, 2013 about the progress made in regulatory frameworks in national legislation and in international organizations, and recent world trends and international best practices in access to information.

Annual Report 2012

On 27 September 2013, the Access to Information Section (SEC/ATI), together with the Office of External Relations (EXR), presented the annual report to the Board of Executive Directors which covered the main activities in implementing the Access to Information Policy during 2012, as well as activities in the first half of 2013. The report was divided into five areas—Governance, Stakeholders for Implementation, Tools for better understanding and application of the policy, technology and systems, and Policy Training and Dissemination. To download a copy of the report go to the http://sec page, or to obtain a printed copy visit SEC/ATI’s office at NE-1281.

Internal campaign to promote the Access to Information Policy

The policy’s second internal promotion campaign, the “Access Campaign,” was carried out in October 2013, with the cooperation of the Focal Points, who distributed new promotional materials, including bags and mugs, to employees visiting the cafeteria on 28 and 29 October. The campaign also included a scavenger hunt to win a mug after answering five questions about the policy. Many Bank staff participated in this activity. See some of the photos of the campaign on the right-hand side, including a picture with the Deputy Secretary, Mirna Liévano de Marques (lower right).
SEC/ATI shares experiences with colleagues from the African Development Bank and the Asian Development Bank

In September and November 2013, SEC/ATI and other colleagues from the Office of the Secretary met with members of the African Development Bank (AfDB) and the Asian Development Bank (AsDB) to share good practices in implementing access to information policies in their respective institutions. Maintaining active relations with the IDB’s peers is very valuable for the Bank, since it teaches about the experiences and results of other multilateral development banks in implementing their policies and is also important for raising awareness of the importance of this subject as a tool to increase transparency in our institutions.

Access to Information had an active presence in the events of the Thirteenth Annual IDB - Civil Society Meeting held this year on 13-15 November in Cali, Colombia. SEC/ATI held a breakfast event at which Marcelo Cerna, Section Chief, spoke to almost 100 members of civil society about the main aspects of the policy and its implementation process, as well as answering questions. Other objectives of the event included the presentation of tools that help to use the policy to obtain information and raise awareness of the role played by civil society as users of Bank information under the Access to Information Policy. At a plenary session, Marcelo Cerna also moderated a panel on Transparency of Civil Society Organizations: Progress and Benefits, the objective of which was to present the impact of transparency and accountability practices on civil society organizations in Latin America and the Caribbean.

Star Focal Point:
Xaire Díaz

In each semiannual newsletter, SEC/ATI recognizes a Focal Point who has made a special effort to promote the Access to Information Policy in their department. On this occasion, it recognizes Xaire Díaz, Focal Point for the Records Management Section (ACP/REC), for her work and commitment to implementing the policy, which took the form of training for the members of her department, dissemination of information about IDBDOCS and, in particular, her efforts to implement and disseminate e-Archives, the platform that provides users with the history of the IDB through its records.

Thank you Xaire!