

REPUBLIQUE DU CAMEROUN

Paix Travail Patrie

MINISTERE DES FINANCES

COMITE ITIE



REPUBLIC OF CAMEROON

Peace-Work-Fatherland

MINISTRY OF FINANCE

EITI FOLLOW UP COMMITTEE

EITI OPEN DATA POLICY

Make EITI Cameroon digitally intelligent.

Introduction

This policy is backed by the requirements of the EITI 2016 Standard:

7.1. b: “The Multi-stakeholder Group is required to agree on a clear policy on accessibility, dissemination and re-use of EITI Data”.

7.1. C: The Multi-stakeholder Group is required to make the EITI report available in open data format (xlsx or csv) online and make its availability known.

7.2: The Multi-stakeholder Group is encouraged to publish EITI Reports that are electronically readable and searchable, and to encode or tag EITI reports and data files.

It aims to increase the accountability and good governance of the extractive sector through the release of EITI data, creation of the possibilities to freely access and reuse these data.

Objectives

This policy defines the framework for the opening and public dissemination of data from the extractive sector (oil, gas and mining). It identifies those responsible for information resources and informs them of their responsibilities for the openness of data in order to share with the citizens, the approaches and tools of making available and granting access to the data.

Organizational scope of policy

This policy applies to the EITI Committee including its Technical Secretariat and all entities intervening in the extractive sector, namely public administrations, state-owned Companies and Companies in the scope of EITI operating in Cameroon as well as mining companies which are outside the scope of the EITI.

Definitions

Informational resource: Document, file, including databases, bearing information elements of different kinds that are contained in the EITI reports or produced in the EITI process, including statements of resolutions of the Committee's sessions, activity reports (narrative and financial), etc.

Open data: Information resources made available to the public for use under open license, and which respect the principles of data openness.

Open License: A license that enables access, use, or redistribution of an information resource with little or no restriction.

Open format: format of interoperable data whose technical specifications are public and without restriction of access, nor implementation and re-use.

File: any digital medium containing data (data files, programmable interfaces, data flow, etc.).

Data set: one or more files relating to a specific topic of interest, such as all the files relating to payments made by company and revenues collected by public administration.

Information Resource Officer (The official in charge of Information Resource): entity responsible for the production, management and the dissemination of an information resource.

Degree of openness: the level of access authorized for a set of data of the EITI Committee or the declaring parties. The degree of openness may have the following characteristics:

- **Open:** the data set is deemed to be publicly available and accessible to all and thus subject to these rules and the conditions set out in the open use license.
- **Restricted:** Access to the dataset is restricted to certain entities, stakeholders, or clearly identified and specified parties.
- **Closed:** access to the dataset is limited to the EITI Committee or entity, the stakeholder or the party responsible for it.

Orientation

The EITI Committee recognizes that:

1. Open access to data, which it produces and owns, has advantages from the point of view of transparency on the activities of government and mining companies,
1. Awareness of the use made of the natural resources of a country and the way revenue from the extractive sector of the State is raised, mobilized and spent, encourages more efficient allocation of these resources.
2. Using open data fosters accountability and good governance, stimulates public debate, democratic and social life and contributes to the fight against corruption.
3. Access to government data offers individuals, the media, civil society and businesses the possibility to make informed choices about the services they receive and the levels of service they can expect.
4. The EITI Committee undertakes to disseminate proactively, progressively and continuously on its web portal www.eiticameroun.org, data available in open format and directly reusable, depending on the costs, efforts and resources available for this purpose.
5. The EITI Committee is committed to making its web portal an exchange platform through the use of software that enable the establishment of a forum for consultation with citizens and users of data to take their needs into account in their efforts in dissemination, sharing, interoperability and re-use of data.

Guiding Principles for Access to EITI Data

1. **Open by default:** Any data published by the EITI Committee shall be opened by default unless there is a justification for restricting access.

2. Transparency and quality of data: The EITI Committee is committed to taking the measures deemed necessary in order to publish data with the following characteristics:

- **Exhaustive:** the data sets published by the Committee must also be as complete as possible and reflect all of what is collected on a given subject.
- **Primary:** Published data includes original information collected and any details on how the data was collected.
- **Timely:** the data made available is published or updated as fast as possible.
- **Easy access:** Published data is accessible to the widest range of users and for uses as diverse as possible.
- **Exploitable:** the data can be exploited by a computer process and is structured to allow automated processing.
- **Non-discriminatory:** data is accessible to all, freely and at all times without justification or prior identification.
- **Non-owners:** data is published in at least one open format and does not require specific software to be exploited.
- **Royalty Free:** Open data is not subject to copyright Patent, trademark law or trade secrets.
- **Permanent:** once published, the data is permanently available and Accessible, either online or in the archives, respecting the original publication.
- **Free:** data is published as collected at no cost to users.

This policy and its principles are subject to the legal and regulatory provisions governing the secrecy of correspondence, the protection of personal information and privacy.

Inventory of data to be published and exclusions

1. The EITI Committee undertakes to publish, in the form of a set of data, an inventory of datasets in its possession, regardless of their degree of openness. The data to be published relates to: the data of the independent directors (conciliators and validators), the documents produced by the EITI Committee understands that in the public domain, there are documents from other entities concerning their activities in connection with the EITI process, including data produced in connection with the preparation of EITI reports but not published by themselves.

2. For datasets without a certain degree of openness, justification should be provided. Among other reasons, the following reasons to be documented for each relevant dataset:

- a. Respect for privacy and personal information. However, if a set of data remains relevant once made anonymous, it should be published anonymously.
- b. Security of the public and property;
- c. Intellectual property or the right to republish the data is not held by the EITI Committee;
- d. Protection of industrial, technological and commercial secrets of third parties;
- e. Any relevant law or regulation.

Access to Information and Proactive Disclosure

- The Committee is responsible for the implementation of the EITI process, hence facilitates access to documents in the form of data complying with the principles of this policy.
- The EITI Committee and other reporting entities shall, whenever possible, make use of the open data for proactive dissemination.

- To the extent possible, stakeholders in the EITI process, including administrations, companies and civil society, shall provide the EITI Committee with the documents referred to in a request for access in open format.

- The open format adopted by the EITI Committee must be a format accessible to ordinary citizens.

- EITI Committee data must be opened on the portal simultaneously

- Data relating to third parties must reach the EITI Committee at any time and in any case less than a year after their existence.

Degree of openness of public data

The Committee opts for the **Creative Commons Attribution License CC BY**. This license authorizes distribution, mixing, arrangement, adaptation even for commercial purposes, but with an obligation to cite the source as EITI Cameroon.

The EITI Cameroon Committee intends to evolve progressively towards the following openness formats depending on the technical possibilities and specifications that facilitate the re-use of the data.

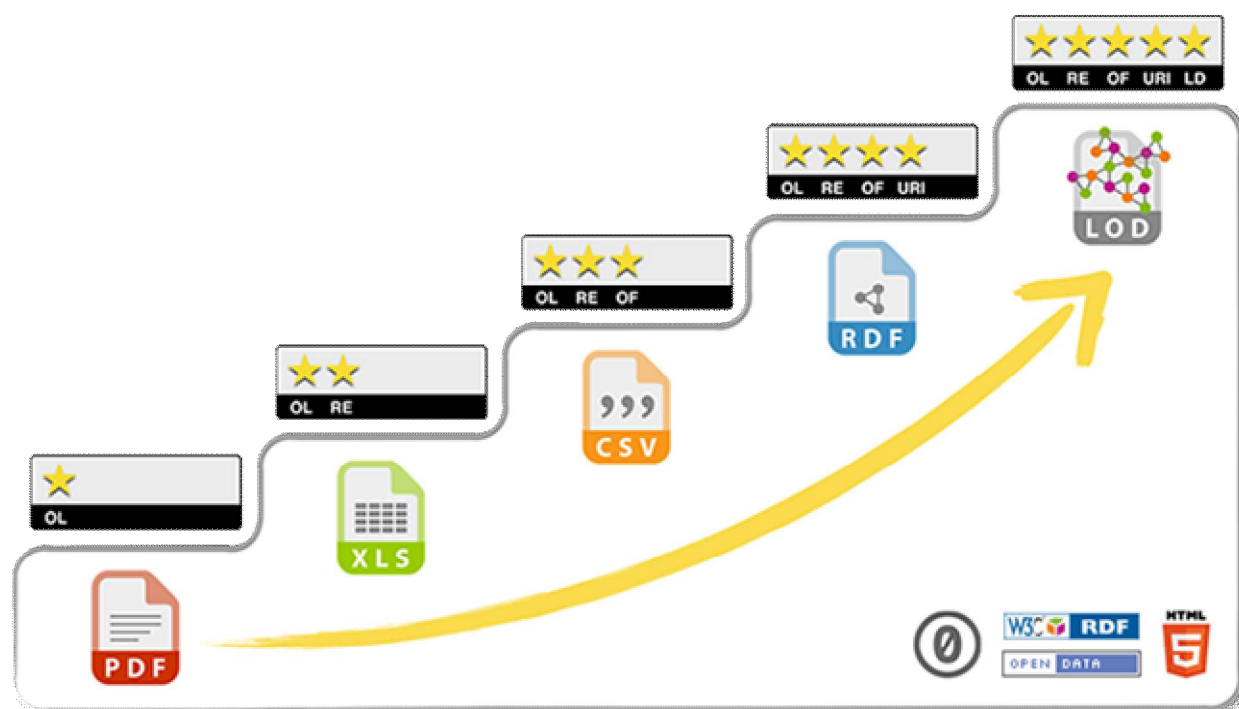


Figure 1: 5-star Open Data (source: <http://5stardata.info/fr/>)

* Publish data online (regardless of format) under an open license.

** Publication of structured data (the Excel format replacing, for example, that of an image of a Scanned table).

*** Open data in non-proprietary format (CSV as well as Excel).

**** Use of URLs to designate data, so that other users have the Reference to these data.

***** Link between these data and other information to provide context.

Responsibility for enforcement

The EITI Committee and its Technical Secretariat are responsible for the implementation of this policy.

However, this responsibility is shared with each person responsible for an information resource for the data.

The Technical Secretariat of the EITI Committee through the database manager is Responsible for the collection, the data inventory and the follow-up of the data opening of the entities concerned.

Application and implementation dates

This policy is effective as of its adoption by the EITI Committee.

All available datasets shall be provided with the degree of openness “Open” and made public during the year of adoption of this policy.

Since openness has already been made to the data in the conciliation report on the figures and volumes of 2013 published on the EITI Committee website, it is logical to continue this dynamism with the reports of the following exercises. Thus, the starting point for formal application of this policy is the 2014 fiscal year report.