



## TERMS OF REFERENCE AND SELECTION PROCESS FOR CIVIL SOCIETY REPRESENTATIVES TO THE PHILIPPINE OPEN GOVERNMENT PARTNERSHIP (PH-OGP) STEERING COMMITTEE 2023-2027

The Philippines is a founding member of the Open Government Partnership, a global, multi-stakeholder initiative that aims to open government, empower citizens, fight corruption, and harness new technologies to strengthen.

At the lead of the country's commitments to open government is the **Philippine Open Government Partnership (PH-OGP) Steering Committee**, institutionalized through Executive Order No. 31 signed on June 20, 2023. The Steering Committee is primarily tasked to set the directions for the development of the country's National Action Plan and integrate the values of open and inclusive government in national and local governance processes. (Section 2, EO#31 s2023). It is composed of an equal number of government and non-state representatives.

Currently, the Philippines is co-creating its 6<sup>th</sup> OGP National Action Plan for 2023-2027 where it hopes to scale up initiatives that respond to critical needs of vulnerable population groups and that contribute to key policy areas in the Open Gov Challenge.

## I. TERMS OF REFERENCE



### A. ROLE OF CIVIL SOCIETY MEMBERS OF THE PH-OGP STEERING COMMITTEE

#### **Main Functions: (As stated in the TOR of the PH-OGP Steering Committee)**

1. Set policy direction of the PH-OGP in the development and formulation of the PH-OGP National Action Plan (NAP);
2. Integrate open and inclusive government principles in national and local governance processes;
3. Monitor and evaluate the implementation of the PH-OGP NAP;
4. Publish an annual monitoring and evaluation report on the accomplishments of the PH-OGP NAP to be presented in a public forum;
5. Develop a communication and advocacy plan focusing on the PH-OGP processes and goals; and
6. Such other related powers and functions to be defined in this TOR.

#### **Specific Functions:**

Specifically, the Civil Society Members of the PH-OGP Steering Committee are expected to perform the following roles and responsibilities:

1. Attend and participate in PH-OGP regular meetings;
2. Work with government in monitoring and evaluating OGP Commitments;
3. Promote open government values in their own sectors through advocacy and outreach activities;
4. Convene their own sectors (CSOs, business, and academe) to report and gather feedback on the activities and development of PH-OGP;
5. Develop a resource mobilization strategy to fund advocacy and outreach activities for the non-government sector and sustain operations of the civil society Secretariat;
6. Approve all reports of the civil society members on various initiatives in mainstreaming open government that will be submitted to the Steering Committee; and,
7. Provide oversight and guidance to the Civil Society Secretariat



## **B. COMPOSITION OF THE CIVIL SOCIETY STEERING COMMITTEE MEMBERS**

### **Permanent representatives**

3 geographic representatives

- 1 from Luzon
- 1 from Visayas
- 1 from Mindanao

1 representative from a business group/association

1 representative from an academic institution

1 representative from a public sector union

1 representative from the youth and children demographic population

1 representative from women

### **Non-permanent representatives**

2 representatives from CSOs working in the sectors of: (1) justice and (2) environment & climate

The 10 elected representatives shall elect from among themselves a Civil Society Co-Chairperson. The Co-Chairperson shall serve the duties as specified in the Terms of Reference of the PH-OGP Steering Committee.

## **I. REGISTRATION, NOMINATION AND ELECTION PROCESS**



The election of civil society representatives in the PH-OGP Steering Committee will be undertaken in the 3<sup>rd</sup> quarter of 2023. The newly elected civil society representatives of the PH-OGP Steering Committee will be co-terminus with the 6<sup>th</sup> PH-OGP National Action Plan.

Public posting of the call for registration will be published starting October 9, 2023 in social media pages of the member agencies and organization of the PH-OGP Steering Committee and other development partners.



## **A. REGISTRATION PROCESS**

1. Civil society organizations are invited to register online for eligibility to vote. The URL for the online registration is <http://bit.ly/PHOGPNonGovRegistration>. **Registration period is from October 23 – December 10, 2023.**
2. The purpose of the registration is to ensure the universe of organizations interested and available to participate in the PH-OGP. The organization's official voting delegate will also come from the registered organizations.
3. The PH-OGP Civil Society Secretariat can assist in registration of organizations with limited internet access. The Secretariat can be reached via these mobile numbers: Sandino Soliman – 09175052802 and Lianna Cabigas – 09277730161.
4. The list of registered organizations will be announced by the PH-OGP Secretariat by December 11, 2023.

## **B. NOMINATION PROCESS**

1. **The period of nomination shall be open starting October 31, 2023 until December 30, 2023.**
2. Nomination can either be through self-nomination or nominated by another organization. Nomination forms (Form #1) should be submitted via email to [Elections2023.PHOGPSteercom@gmail.com](mailto:Elections2023.PHOGPSteercom@gmail.com) on or before December 30, 2023.
3. Nominees can also be the official voting delegate of the registered organization.
4. The PH-OGP Secretariat shall post online the list of nominees and their nomination forms on December 30, 2023.
5. The eligibility criteria for nominees are as follows:
  - a) A member in good standing of any Civil Society Organizations (NGO, Foundation, People's Organization, Cooperative, business chambers/groups, professional associations, and others) and academic institutions that has a track record in implementing programs and advocacies related to transparency, people's participation, accountability, innovation and technology.
  - b) The nominee adheres to the principles and values of open government.
  - c) (Optional) There is a preference for organizations that are managing networks or coalitions to ensure broader reach of the PH-OGP Steering Committee.



## **C. ELECTION PROCESS**

1. The list of nominees, including their nomination forms, will be circulated and publicly posted by the PH-OGP Civil Society Secretariat on January 4, 2024.
2. All official voting delegates of the registered organizations shall be convened in the National Gathering of Open Government Leaders on January 11, 2024.
3. Elections for representation from geographic (Luzon, Visayas, and Mindanao), demographic (youth and children, women), sectoral (academe), and thematic (justice and environment & climate) groups will be held and results will be on January 11, 2024.
4. The secretariat of the federation of public sector workers shall also transmit to the PH-OGP Civil Society Secretariat excerpts of the minutes of the General Assembly attesting to the nomination/election of their representative to the PH-OGP Steering Committee.
5. The Civil Society Secretariat of the PH-OGP will oversee the conduct of the elections.
6. The results of the elections of civil society representatives to the PH-OGP Steering Committee will be transmitted to PH-OGP Chairperson immediately after.

## **D. TIMELINE**

### **October 23, 2023 – December 10, 2023:**

1. Public and targeted posting of the Terms of Reference, Selection Process, and Call for Registration for the Civil Society representatives to the PH-OGP Steering Committee (2023-2027)
2. Registration Period

### **October 31, 2023 – December 30, 2023:**

1. Nomination period

### **Starting January 4, 2024:**

Circulation of list of nominees to registered organizations

### **Starting January 11, 2024:**

National Gathering of Open Gov Leaders and Election  
Elections

### **January 11, 2024:**

1. Transmittal to the PH-OGP Steering Committee Chairperson of the Results of the Elections for Civil Society Representatives to the PH-OGP Steering Committee
2. Public Posting of the Election Results



**Form #1. NOMINATION FORM**  
**(Limit furnished form to 2 pages)**

Name of Nominating Organization (Disregard if self-nomination)	
Name of Nominee Organization	
Representation (select one)	<input type="checkbox"/> CSO Luzon <input type="checkbox"/> CSO Visayas <input type="checkbox"/> CSO Mindanao <input type="checkbox"/> Academe <input type="checkbox"/> Business <input type="checkbox"/> Women <input type="checkbox"/> Youth and Children <input type="checkbox"/> Justice <input type="checkbox"/> Environment & Climate
Office Address of Nominee Organization	
Contact details of Nominating Organization (email, office number)	
Contact details of Nominee Organization (email, office number)	
Website or Social Media Accounts of Nominee Organization	

**Organizational Track Record** *(Describe nominee organization's track record in implementing advocacies/programs on transparency, participation, accountability, and innovation and technology)*

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**Potential Contribution to the PH-OGP Steering Committee and the OGP process** *(Describe what your organization plans to do if elected)*

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Name and Signature of Head of Nominating Organization	Name and Signature of Head of Nominee Organization

