Review of
Guidelines for the Guidelines for the Structure of a Public Policy Document (May 2016)

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• **Update** - synergise with Guidelines on Public Policy-making Process (August 2020)

• Indicate approx lengths for key sections

• Eliminate duplication, make succinct and clear

• Order of sections

• Executive summary – 2 pages max

• No need to discuss methodology [12] - standardise for all policies

• No need for roadmap [12] – table of contents is sufficient

• How does policy relate to other policies? [15] – overlaps/antagonisms, primacy, alignment table

• Objectives, goals and and mission are all same [17.2/17.3] – merge. But use ‘targets’ [18]

• Drop para on strategies [19] – over-complicates. This is role of IAP
• Implementation arrangements [20] – merge with IAP
• Legal and Regulatory Arrangements [20.2] – already addressed under ‘alignment’ [15].
• Monitoring and Evaluation framework and Reporting [20.4] - makes a statement but provides no guidance
• Advocacy and Dissemination (Communication Strategy) [20.5]
  • Website needed - common for all policies?
  • Standard GRN press release - invitation to public to comment
  • Revised EMA will require a policy SEA (common approach to public engagement needed?)
• Implementation Action Plan [21] - duplicates earlier section on implementation arrangements – merge
• Language [25] - local language versions of policy to improve understanding and communication
• Volume [26]– should be standardised for all policies
Implementation Action Plan

• Repeats/duplicates much of earlier text

• IAP should not have separate objectives to the policy

• Use targets – not objectives

• Remove para on strategies

• Activities/task = statement. Needs to be more ‘guiding’, ie “The IAP should …”
THANKYOU