

Capacity Building Workshop on Policy Formulation and SDG Acceleration
Organized by the National Planning Commission, UN DESA and UN Namibia, with GIZ Namibia
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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 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
- **Institutional arrangements/framework** [20.1] – duplicates Guidelines on Public Policy-making Process
- **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