

## National Governments Requiring Use of ODF<sup>1</sup>

Government	Year	Level of Govt Subject to Policy	Policy Decision	Implementation
<b>Belgium</b>	2007	National	<p>Government agencies are <u>required</u> to:</p> <ul style="list-style-type: none"> <li>- be able to access documents in ODF format (September 2007)</li> <li>- use ODF for intra- and interagency exchange of word processing documents, slideshow-style presentations, and spreadsheets (September 2008)</li> </ul> <p>Government agencies are <u>permitted</u> to:</p> <ul style="list-style-type: none"> <li>- use other formats when creating and distributing documents internally</li> </ul>	<p><u>Enforcement</u> is “bottom up,” driven by “buy in” and “consensus,” not compulsion</p> <p><u>Ongoing control</u> by FEDICT (Federal Public Service Information and Communication Technology)</p> <p><u>Next steps</u></p> <ul style="list-style-type: none"> <li>- evaluation of ODF and other proposed formats (PDF/A, PDF/X, and SMIL) and inclusion of approved formats into the Belgian Government Interoperability Framework</li> </ul>
<b>Brazil</b>	2006	National	<p>Government agencies are <u>required</u> to:</p> <ul style="list-style-type: none"> <li>- incorporate “recommended” file formats into new information systems and upgrades to existing systems</li> <li>- ODF</li> <li>- RTF</li> <li>- PDF/A</li> <li>- UNICODE</li> <li>-HTML</li> <li>-XML</li> </ul>	<p><u>Enforcement</u> through regulation</p> <p><u>Ongoing control</u> by Ministry of Planning, Budget, and Administration, Secretariat for Logistics and Information Technology</p> <p><u>Created</u></p> <ul style="list-style-type: none"> <li>-Reference document (<i>e-PING Standards of Interoperability for Electronic Government</i>)</li> </ul> <p><u>Changed</u></p> <ul style="list-style-type: none"> <li>- IT development and procurement requirements</li> </ul>

<sup>1</sup> This table originally appeared in the May 2008 New York State Electronic Documents Report to the Governor and Legislature -- "A Strategy for Openness: Enhancing E-Records Access in New York State" (Part II, Appendix III, pps. 76-82) – and has been adapted and updated for use by the ODF Alliance to reflect recent developments. See <http://www.oft.state.ny.us/policy/esra/erecords-study.htm>.

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				<u>Next steps</u> - development of agency-specific implementation plans
<b>Croatia</b>	2007	National	Government agencies are <u>required</u> to: - make each government form posted on a public Web site “accessible in a way that makes it legible in accessible freeware applications” - Options for meeting this requirement: - ODF - PDF - HTML	<u>Enforcement</u> through regulation  <u>Ongoing control</u> by Central State Administrative Office for e-Croatia  <u>Created</u> -Reference document ( <i>Operational Plan for the Implementation of e-Croatia</i> )
<b>Denmark</b>	2007	National, Regional, Local	Government agencies are <u>required</u> to: - accept ODF and OOXML “data-processing documents” created by the public, businesses, and other governmental units  Government entities are <u>permitted</u> to: - refrain from implementing the new OOXML and ODF standard if doing so would incur “additional costs or inconveniences” or raise “IT security concerns”	<u>Enforcement</u> through regulation  <u>Ongoing control by</u> Ministry of Science Technology and Innovation  <u>Created</u> - mandatory standards for document exchange (OOXML and ODF), data exchange (OIOXML), electronic case and document management (FESD), electronic purchasing (OIOUBL), digital signatures (OCES), public Web sites and accessibility, and IT security (DS484)  <u>Changed</u> - government procurement practices: “IT solutions purchased after 1 January 2008 must support” ODF, OOXML, or both, “and be capable of accepting data-processing documents in both formats, where necessary through the use of plug-ins (supplementary programs).”  <u>Next Steps</u>

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				- third-party evaluation of whether OOXML and ODF standards will remain mandatory after July 1, 2009 -development of implementation plans for other standards
<b>France</b>	2006	National	<p>Government agencies are <u>required</u> to:</p> <ul style="list-style-type: none"> <li>- accept documents submitted in ODF format</li> <li>- use PDF/A to preserve text documents</li> </ul> <p>Government agencies are <u>encouraged</u> to:</p> <ul style="list-style-type: none"> <li>- install OpenOffice.org (an open-source, ODF-based productivity suite)</li> <li>- use ODF to create text documents, spreadsheets, and slideshow-style presentations</li> </ul> <p>Government agencies are <u>prohibited</u> from:</p> <ul style="list-style-type: none"> <li>-migrating to any productivity suite formats other than ODF</li> </ul>	<p><u>Enforcement</u> through regulation</p> <p><u>Ongoing control</u> by General Directorate for the State's Modernization</p> <p><u>Created</u></p> <ul style="list-style-type: none"> <li>- Interoperability framework (<i>Référentiel Général d'Interopérabilité</i>)</li> </ul>
<b>Japan</b>	2007	National	<p>Government ministries and agencies are required to:</p> <ul style="list-style-type: none"> <li>-solicit bids from software vendors whose products support internationally-recognized open standards</li> </ul> <p>Open formats :</p> <ul style="list-style-type: none"> <li>-are to be preferred, and</li> <li>-must be used to promote exchange of information between ministries</li> </ul>	<p><u>Enforcement</u> though Ministry of Economy, Trade and Industry (METI)</p> <p><u>Ongoing control</u></p> <p><u>Created</u></p> <ul style="list-style-type: none"> <li>-Interoperability framework, which took effect immediately and specifically references ODF, created procurement preference for products that adhering to open standards, and which interoperate easily with other software.</li> </ul> <p><u>Next steps</u></p>

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Malaysia	2008	National	Roadmap announced for: -implementing ODF in Malaysia's public sector  Malaysian Administrative Modernisation and Management Planning Unit (MAMPU) -adopting ODF for all new documents created from April 1, 2008 onwards	TBD
Netherlands	2007	National, Regional, Local	Government agencies are <u>required</u> to: - migrate new systems to Open Standards and Open Source - "support ODF alongside existing file formats for reading, writing and exchange of documents" - create open source implementation strategies; - share with each other knowledge gained from agency pilots, migrations, and test cases; - work collaboratively with stakeholders on openness plans	<u>Enforcement</u> through "soft approach" with "high trust" but with "monitoring and ranking" of efforts and award of an annual prize for the "Most Open Public Organization"  <u>Ongoing control by</u> Ministries of Economic Affairs and Internal Affairs  <u>Created:</u> - broad definitions of the terms "open standards" and "open specifications" - list of open standards - interoperability framework; - advisory process allowing proposed technology purchases to be submitted to advisory board for assistance  <u>Changed</u> government procurement practices: - "Comply or explain, and commit" principle: For new systems, modifications, or contract extensions: (a) government purchases must "comply" with open standards, or government purchaser must "explain" why not; (b) purchases must be timed, and good business cases developed, to avoid unnecessary migration costs; and (c) once an open standards compliant purchase has

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				been made, government agencies must commit on an ongoing basis to giving "preference to the application of open standards so that an exception criterion is no longer applicable."
Norway	2007	National, Regional, Local	<p>Government agencies are <u>required</u> to:</p> <ul style="list-style-type: none"> <li>- make government documents posted on the Web accessible to the public in three (3) mandatory formats: <ul style="list-style-type: none"> <li>- HTML (presentation)</li> <li>- PDF (presentation)</li> <li>- ODF (editable)</li> </ul> </li> <li>- develop ability to RECEIVE documents from the public in these formats.</li> </ul> <p>Government agencies are <u>permitted</u> to:</p> <ul style="list-style-type: none"> <li>- use other formats, but only if they also produce the documents in PDF or ODF format.</li> </ul>	<p><u>Enforcement</u> through regulation</p> <p><u>Ongoing control by</u> Ministry of Government Administration and Reform</p> <p><u>Created:</u></p> <ul style="list-style-type: none"> <li>- Reference document (<i>Reference Catalogue of IT Standards in the Public Sector</i>)</li> </ul> <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> <li>- evaluating additional formats for document exchange with public sector and exchange of documents within the public sector</li> </ul>
Poland	2007	National	<p>Government agencies:</p> <ul style="list-style-type: none"> <li>-recommended to use of open, publicly available IT standards</li> <li>-called on to deploy technological neutrality in all government-led IT projects</li> </ul>	<p><u>Created:</u></p> <p>Council of Ministers National Computerization Program (NCP)</p> <p><u>Next Steps:</u></p> <p>Implementation from 2007-2010</p>
Russia	2007	National	<p>Government-wide action plan envisions:</p> <ul style="list-style-type: none"> <li>-legislative requirements to mandate the procurement of software based on how well it adheres to widely-used standards.</li> <li>-support of ODF in e-gov framework</li> </ul>	<p><u>Created:</u></p> <p>Ministry of IT and Communications Action Plan on Open Source Software Development and Usage in the Russian Government</p>

Government	Year	Level of Govt Subject to Policy	Policy Decision	Implementation
South Africa	2007	National, Regional, Local	<p>Government agencies are <u>required</u> to:</p> <ul style="list-style-type: none"> <li>- comply with MIOS standards ("<i>Minimum Interoperability Standards (MIOS) for Information Systems in Government</i>")</li> <li>- migrate new systems and major upgrades to MIOS standards</li> <li>- make their IS systems Internet-centered, with access to public services and documents preferably via web browser</li> <li>- consider open source based solutions before proprietary ones</li> <li>- use ONLY the following formats: <ul style="list-style-type: none"> <li>- for working office suite documents (word-processing, spreadsheet, presentation): ASCII, CSV, or ODF</li> <li>- for office suite documents provided in presentation view: XHTML or PDF</li> </ul> </li> <li>- work collaboratively with stakeholders on openness plans</li> </ul>	<p><u>Enforcement</u> through law, audit, and budget:</p> <ul style="list-style-type: none"> <li>- compliance with MIOS standards falls under South Africa's Public Finance Management Act (PFMA)</li> <li>- funding and purchasing government IS/ICT projects is dependent on compliance with MIOS and is subject to auditing by accounting officers and by the South African Auditor-general</li> <li>- cost of non-compliance with MIOS expressly rests with the non-complying entity, system or organization.</li> </ul> <p><u>Ongoing control</u> by SITA (the South African State Information Technology Agency)</p> <p><u>Created</u>:</p> <ul style="list-style-type: none"> <li>- broad definitions of the terms "open standards" and "open specifications"</li> <li>- MIOS standards within S. Africa's Enterprise Architecture, to be reviewed and updated annually after discussions with stakeholders</li> <li>- interoperability framework covering three key areas of technical policy: (1) Interconnectivity; (2) Data Interoperability; and (3) Information Access.</li> </ul> <p><u>Changed</u>:</p> <ul style="list-style-type: none"> <li>- government procurement practices</li> </ul>
Switzerland	2007	National, Regional, Local	<p>Government agencies are <u>required</u> to:</p> <ul style="list-style-type: none"> <li>- use the following formats when exchanging documents with citizens or other agencies: <ul style="list-style-type: none"> <li>- PDF/A ("urgently recommended")</li> <li>- PDF/X ("recommended")</li> <li>- ODF ("recommended under</li> </ul> </li> </ul>	<p><u>Enforcement</u> through regulation</p> <p><u>Ongoing control</u> by eCH (federal e-government standards agency)</p> <p><u>Created</u> reference document (<i>SAGA.ch</i>)</p>

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			observation") - OOXML ("recommended under observation")	
Uruguay	2008	National	AGESIC (Agency for the Development of Government Electronic Management and Information and Knowledge Society), which is responsible for proposing IT standards for the federal government, has officially recommended the use of -ODF for editable documents -PDF for documents in final, published form.	TBD

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## Regional/Provincial/State Governments Requiring Use of ODF

<i>Government</i>	<i>Year</i>	<i>Level of Govt Subject to Policy (State and/or Local)</i>	<i>Policy Decision</i>	<i>Implementation</i>
<b>Andalucía (Spain)</b>	2007	State	Government agencies are <u>required</u> to: - use open standards to interchange documents with citizens, non-governmental organizations, and other government bodies” - ODF - PDF - PDF/A - HTML - XHTML - ASCII - UNICODE - ASCII (open) - RTF (acceptable)	<u>Enforcement</u> through regulation  <u>Ongoing control by</u> Secretariat of Telecommunications and Information Society  <u>Created</u> - interoperability framework  <u>Changed</u> - procurement policies
<b>Assam (India)</b>		State	Government agencies are <u>required</u> to: -use ODF -transition to open-source operating systems	<u>Enforcement</u> through regulation  <u>Ongoing control by</u> information technology department
<b>Extremadura (Spain)</b>		State	Government agencies are <u>required</u> to: -create and save in ODF (manipulable) or PDF/A (static) format all documents that will be exchanged with other government entities or with citizens	<u>Enforcement</u> through regulation  <u>Ongoing control by</u> Ministry of Education, Science and Technology
<b>Hong Kong (China)</b>		State	Government agencies are <u>required</u> to: - Exchange text documents in ODF, HTML, RTF	<u>Enforcement</u> through “self-regulation” of bureaus and departments; OOXML not approved as its interoperability

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			<p>or a mutually agreed-upon legacy format</p> <ul style="list-style-type: none"> <li>- exchange spreadsheets in ODF, or a mutually agreed-upon legacy format</li> <li>-exchange slideshow-type presentations in ODF, or a mutually-agreed-upon legacy format</li> </ul>	<p>is under examination</p> <p><u>Created</u></p> <ul style="list-style-type: none"> <li>- Interoperability framework (<i>The HKSARG Interoperability Framework</i>)</li> </ul>
<b>Kerala (India)</b>	2007	State	<p>Open standards to followed in e-governance projects to avoid total dependence on select vendors. Specific standards cited in policy include:</p> <ul style="list-style-type: none"> <li>-ODF</li> <li>-Unicode</li> </ul>	
<b>Massachusetts (United States)</b>	2007	State	<p>Government agencies are <u>required</u> to:</p> <ul style="list-style-type: none"> <li>- create and save “official records” in one of six (6) “open” or “acceptable” formats: <ul style="list-style-type: none"> <li>- ODF (open)</li> <li>- OOXML (open)</li> <li>-HTML (open)</li> <li>- ASCII (open)</li> <li>- RTF (acceptable)</li> <li>- PDF (acceptable)</li> </ul> </li> </ul>	<p><u>Enforcement</u> through regulation</p> <p><u>Ongoing control by</u> Information Technology Department</p> <p><u>Created</u></p> <ul style="list-style-type: none"> <li>- Reference document (<i>Enterprise Technical Reference Manual 4.0</i>)</li> <li>-</li> </ul> <p><u>Changed</u></p> <ul style="list-style-type: none"> <li>- procurement policies</li> </ul>
<b>Misiones (Argentina)</b>	2007	State	<p>Government agencies are <u>required</u> to:</p> <ul style="list-style-type: none"> <li>-create and save in ODF (manipulable) or PDF/A (static) format all documents that will be exchanged with other government entities or with citizens</li> </ul>	<p><u>Enforcement</u> through regulation</p> <p><u>Ongoing control by</u> Computer Center of the Province of Misiones and the Main Directorate of Communication Networks and Computer Science</p>
<b>Paraná (Brazil)</b>	2007	State	Government agencies and state-owned	<u>Enforcement</u> through law.

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			companies are <u>required</u> to: -use ODF for the creation, storage, and display of all electronic documents	

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